



AGENDA FOR THE REGULAR MEETING OF THE FINANCE / PERSONNEL COMMITTEE

1 of 48



Date and Time: Tuesday, July 28, 2020 **6:15 P.M.**
Location: City Hall, Committee Room #205, 101 South Blvd. Baraboo
Members Noticed: Joel Petty, Scott Sloan, Jason Kent
Others Noticed: Department Heads (*agenda only*), E. Geick, M. Palm, B. Zeman, Post at Library, Media

This meeting is open to the public. Because of the COVID-19 pandemic, any person appearing in person is strongly requested to wear a mask and practice social distancing.

MEMBERS not attending must notify the Chairperson at least 24 hours before the meeting.

1. Call Meeting to Order
 - a. Roll Call of Membership
 - b. Note compliance with Open Meeting Law
 - c. Approve July 14, 2020 minutes
 - d. Approve agenda
2. Action Items
 - a. **Accounts Payable** – Review and recommendation to Common Council on paying \$677,155.81.
 - b. **2nd Qtr. Budget Amendments** – Review and recommendation to Common Council to approve the 2nd Qtr. 2020 Budget Amendments. (*Haggard*)
 - c. **TID Districts** – Review and recommendation to Common Council to create two new TID Districts as overlay districts TID # 10 & #11. (*Cannon*) (***This information will be distributed prior to the meeting***)
 - d. **Facility Use Agreement** – Review and recommendation to Common Council to approve the 2020-2025 Facility Use Agreement with Baraboo School District for use of recreational facilities. (*Truman/Hardy*)
 - e. **Breathing Apparatus Purchase** – Review and recommendation to Common Council to approve purchase of a Self-Contained Breathing Apparatus for the Fire Department.
3. Information Items
 - a. 2nd Qtr. Financial Statements
 - b. 2nd Qtr. Baraboo Transit Service Financial Statements
4. Adjournment

Joel Petty, Chairperson

Agenda prepared by D. Munz & posted on 07/24/2020

PLEASE TAKE NOTICE that any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Municipal Clerk, 101 South Blvd., Baraboo, WI or phone (608) 355-2700, during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.

FOR INFORMATION ONLY AND NOT A NOTICE TO PUBLISH

Members Present: Petty, Kent

Absent: Sloan

Others Present: Mayor Palm, Adm. Geick, Atty. Truman, B. Zeman, C. Haggard, P. Cannon, T. Pinion

Call to Order –Ald. Petty called the meeting to order at 6:15p.m. noting compliance with the Open Meeting Law. Moved by Kent, seconded by Petty to approve the minutes of June 23, 2020 and carried unanimously. Moved by Kent, seconded by Petty to approve the agenda and carried unanimously.

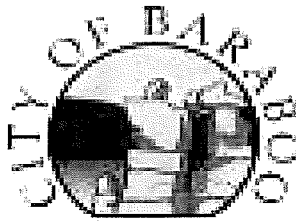
Action Items

- a) **Accounts Payable** – Moved by Kent, seconded by Petty to recommend to Council for approval of the accounts payable for **\$787,567.53**. Motion carried unanimously.
- b) **Uncollectible Write offs** – The Committee reviewed the list of uncollectible indicating \$93.14 of delinquent personal property, \$1,241.44 of accounts receivable, and \$20,139.68 of CDA accounts receivable. Moved by Kent, seconded by Petty and carried unanimously to write off the uncollectible accounts.
- c) **City Administrator Recruitment** – Mayor Palm advised that after negotiations with GovHR, they are willing to re-conduct the search for a new City Administrator at a cost to not exceed \$2,500, for advertising only. Ald. Petty confirmed that the \$2,500 will come out of Fund Balance as an unexpected expenditure. Moved by Petty, seconded by Kent and carried unanimously to recommend to Council for action.
- d) **Carnegie-Schadde Public Library** – P. Cannon explained that USDA requires that we have the following lease documents approved before the loan: A) The prelease agreement between the CDA and The City basically says we are going to do a lease agreement and here are the terms. B) The proposed Lease Agreement between the CDA and the City is the final lease that is enacted once we close on the property and do the final financing. C) The proposed Sublease Agreement between the City and Carnegie-Schadde Memorial Public Library, under (B) allows the City to do a sublease to the Library Board for use of the facility. Per State Statutes, Chapter 43, gives the Library Board certain powers, including control of the facility once it has been given to them. This was approved by the CDA and will be presented to the Library Board on July 21st. Moved by Kent, seconded by Petty and carried unanimously to recommend to Council for action.
- e) **TIF 7 & 8** – P. Cannon noted that TIF law allows to incur costs for 27 years. They have changed these laws to allow for an automatic standard extension for 3 years and also allows for an additional technical college 3 year extension. In summary, both of these TIDs can be extended for an additional 6 years. The projection is showing that TID 7, the Teel area, will not have ample increment to payoff existing debt. The extensions will allow the debt to be paid off, pay off the developer, and recover the City's costs of approx. \$265,000. TID 8, the downtown area, is being held afloat by TID 6, which will no longer be able to donate to any TIDs as it will have to be closed in a few years. Moved by Kent, seconded by Petty and carried unanimously to recommend all three documents to Council for action.
- f) **CARES Act** – A) Wisconsin Election Commission (WEC) CARES Act Subgrant Agreement - Clerk Zeman explained that the WEC has awarded \$4.1M in subgrant funds that will assist in offsetting COVID related elections costs. This money can be used towards the additional costs for ballots, postage for absentees, and OT wages. In order to be eligible for the money, we are required to sign the WEC CARES Act Subgrant Agreement. B) Federal Coronavirus Aid, relief, and Economic Security (CARES) Act Funding purchasing – C. Haggard is requesting that the purchasing policy requirement that unbudgeted items be approved by Finance and Council be waived for COVID related purchases. These purchases will still require approval from the City Administrator. Moved by Petty, seconded by Kent and carried unanimously to recommend both items to Council for action.

Information Items

- a) Baraboo Transit service 1st & 2nd Qtr. Financial Statements
- b) Airport Financial Statement

Adjournment – Moved by Kent, seconded by Petty and carried to adjourn at 6:45pm.
Brenda Zeman, City Clerk



City of Baraboo, Wisconsin
 Finance Department
 101 South Boulevard
 Baraboo, WI 53913

July 28, 2020

The Council lists attached are check registers described in summary below:

Category	Total	Accounts Payable Run Date
General	446,218.49	July 24, 2020
Utility	223,537.85	July 15, 2020
ACH	-	
Payroll Remittance Checks	-	
Department Purchasing Cards	7,399.47	July 14, 2020
Total expenditures	\$ 677,155.81	

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Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
190203							
07/24/2020	190203	ABBS PAVING & SEAL CO	1593	07/12/2020	PW-ELIZABETH & LINCOLN INT	100-31-53300-290-000	20,020.00
Total 190203:							20,020.00
190204							
07/24/2020	190204	ADDOCO INC.	6156	07/10/2020	PK-PLAYGROUND WOOD CHIP	100-52-55200-280-000	1,597.50
07/24/2020	190204	ADDOCO INC.	6271	07/15/2020	PK-PLAYGROUND WOOD CHIP	100-52-55200-280-000	1,597.50
Total 190204:							3,195.00
190205							
07/24/2020	190205	ALLIANT ENERGY	003123-0710	07/10/2020	PK-HEAT	100-52-55200-223-000	14.70
07/24/2020	190205	ALLIANT ENERGY	003123-0710	07/10/2020	PK-ELECTRIC	100-52-55200-222-000	698.57
07/24/2020	190205	ALLIANT ENERGY	041272-0710	07/10/2020	CC-ELECTRIC	100-52-55130-222-000	2,082.39
07/24/2020	190205	ALLIANT ENERGY	041272-0710	07/10/2020	CC-HEAT	100-52-55130-223-000	120.06
07/24/2020	190205	ALLIANT ENERGY	056281-0709	07/09/2020	FD - SIREN ELECTRICITY	100-21-52500-222-000	5.40
07/24/2020	190205	ALLIANT ENERGY	139770-0708	07/08/2020	AIR-ELECTRICITY-JUNE 2020-S	630-35-53510-222-000	58.23
07/24/2020	190205	ALLIANT ENERGY	139770-0708	07/08/2020	AIR-HEAT-JUNE 2020-SRE BLD	630-35-53510-223-000	14.22
07/24/2020	190205	ALLIANT ENERGY	26926188-07	07/10/2020	PS/ADMIN-JUNE 2020 ELECTRI	100-11-51640-222-000	4,089.62
07/24/2020	190205	ALLIANT ENERGY	26926188-07	07/10/2020	PS/ADMIN-JUNE 2020 GAS	100-11-51640-223-000	439.24
07/24/2020	190205	ALLIANT ENERGY	294993-0710	07/10/2020	FD - ELECTRIC	100-21-51610-222-000	2,234.04
07/24/2020	190205	ALLIANT ENERGY	294993-0710	07/10/2020	FD - HEAT	100-21-51610-223-000	65.28
07/24/2020	190205	ALLIANT ENERGY	4792325289-	07/14/2020	POOL-ELECTRIC	100-53-55420-222-000	104.12
07/24/2020	190205	ALLIANT ENERGY	4792325289-	07/14/2020	POOL-HEAT	100-53-55420-223-000	58.60
07/24/2020	190205	ALLIANT ENERGY	514075-0710	07/10/2020	FD - HEAT ALMA WAITE	100-21-51620-223-000	14.70
07/24/2020	190205	ALLIANT ENERGY	514075-0710	07/10/2020	FD - ELECTIC ALAM WAITE	100-21-51620-222-000	123.11
07/24/2020	190205	ALLIANT ENERGY	667361-0710	07/10/2020	PK-PIERCE PAVILION ELECTRI	100-52-55200-222-000	192.58
07/24/2020	190205	ALLIANT ENERGY	667361-0710	07/10/2020	PK-PIERCE PAVILION HEAT	100-52-55200-223-000	68.62
07/24/2020	190205	ALLIANT ENERGY	671025-0713	07/13/2020	PW-CITY SERVICE CENTER EL	100-31-53270-222-000	2,196.04
07/24/2020	190205	ALLIANT ENERGY	671025-0713	07/13/2020	PW-CITY SERVICE CENTER HE	100-31-53270-223-000	113.58
07/24/2020	190205	ALLIANT ENERGY	761834 0629	06/29/2020	LIBEAST- GAS	851-51-55110-223-000	32.02
07/24/2020	190205	ALLIANT ENERGY	761834 0629	06/29/2020	LIBEAST- ELECTRIC	851-51-55110-222-000	252.93
07/24/2020	190205	ALLIANT ENERGY	837782-0710	07/10/2020	ZOO-HEAT	100-52-55410-223-000	15.52
07/24/2020	190205	ALLIANT ENERGY	837782-0710	07/10/2020	ZOO-ELECTRIC	100-52-55410-222-000	675.77
Total 190205:							13,669.34
190206							
07/24/2020	190206	ANNIS, LAURA	071020	07/10/2020	CC-#2 OFFICE HALLWAY MURA	100-52-55130-822-000	3,060.00
Total 190206:							3,060.00
190207							
07/24/2020	190207	BARABOO POWER EQUI	76431	05/14/2020	AIR-STIHL TRIMMER REPAIR	630-35-53510-250-000	131.52
07/24/2020	190207	BARABOO POWER EQUI	80033	07/14/2020	PK-OIL MIX	100-52-55200-348-000	45.00
Total 190207:							176.52
190208							
07/24/2020	190208	BARABOO SCHOOL DIST	1ST-2020	07/23/2020	TRE-1ST QTR MOBILE HOME F	100-00-24610-000	10,798.04
Total 190208:							10,798.04
190209							
07/24/2020	190209	BARABOO STATE BANK	08/20INT	07/23/2020	CITY-2013A BOND INTEREST	370-10-58210-620-131	3,573.75

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07/24/2020	190209	BARABOO STATE BANK	08/20INT	07/23/2020	CITY-2013A BOND INTEREST	380-10-58210-620-131	12,435.00
07/24/2020	190209	BARABOO STATE BANK	08/20INT	07/23/2020	CITY-2013B BOND INTEREST	300-10-58210-620-132	6,397.50
07/24/2020	190209	BARABOO STATE BANK	08/20PRINC	07/23/2020	CITY-2013A BOND PRINCIPAL	370-10-58110-610-131	165,000.00
07/24/2020	190209	BARABOO STATE BANK	08/20PRINC	07/23/2020	CITY-2013A BOND PRINCIPAL	380-10-58110-610-131	130,000.00
Total 190209:							317,406.25
190210							
07/24/2020	190210	BARABOO UTILITIES	9701238	07/15/2020	PK-WATER RECONNECTIONS	100-52-55200-221-000	360.00
Total 190210:							360.00
190211							
07/24/2020	190211	BARABOO-DELLS FLIGH	2020-07	07/15/2020	Maintenance Contract	630-35-53510-200-000	3,500.00
07/24/2020	190211	BARABOO-DELLS FLIGH	2020-07	07/15/2020	Reduction for Rent	630-35-48210-000	657.34-
Total 190211:							2,842.66
190212							
07/24/2020	190212	BJ CLEANING INC	8197	06/30/2020	LIBEAST- FINAL CLEAN UP AFT	851-51-55110-260-000	315.00
Total 190212:							315.00
190213							
07/24/2020	190213	BOND TRUST SERVICES	56869	06/15/2020	CITY-2018A BOND INTEREST	300-10-58210-620-181	24,555.00
07/24/2020	190213	BOND TRUST SERVICES	56869	06/15/2020	CITY-2018A BOND INTEREST	950-36-42700-620-181	3,545.00
Total 190213:							28,100.00
190214							
07/24/2020	190214	BRABAZON PUMP & COM	5193210	07/14/2020	PW-CSC COMPRESSOR REPAI	100-31-53270-260-000	601.00
Total 190214:							601.00
190215							
07/24/2020	190215	CHARTER/SPECTRUM	0197571070	07/05/2020	ZOO-INTERNET	100-52-55410-260-000	89.99
Total 190215:							89.99
190216							
07/24/2020	190216	CINTAS CORPORATION #	4048051132	04/15/2020	PW-CREDIT PAID FOR UTILITIE	100-31-53270-340-000	10.76-
07/24/2020	190216	CINTAS CORPORATION #	4053262571	06/16/2020	PW-SCRAPER MATS; UNIFORM	100-31-53270-340-000	143.60
07/24/2020	190216	CINTAS CORPORATION #	4055784979	07/14/2020	PW-SCRAPER MATS; GRAY MA	100-31-53270-340-000	66.60
07/24/2020	190216	CINTAS CORPORATION #	4055785062	07/14/2020	CITY-MATS	100-11-51640-260-000	20.50
07/24/2020	190216	CINTAS CORPORATION #	4055896783	07/15/2020	FD - RUGS	100-21-51610-260-000	44.18
07/24/2020	190216	CINTAS CORPORATION #	4056440219	07/21/2020	CITY-MATS	100-11-51640-260-000	20.50
07/24/2020	190216	CINTAS CORPORATION #	5017408032	06/03/2020	PW-CABINET ORGANIZED	100-31-53270-340-000	30.56
Total 190216:							315.18
190217							
07/24/2020	190217	CONTRACTOR SUPPLY	20684	07/08/2020	SW-4X4X12 TREATED POST FO	950-36-83600-340-000	30.21
Total 190217:							30.21

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190218							
07/24/2020	190218	D.L. GASSER CONSTRU	5000022783	07/10/2020	PW-5.630 TONS HOT MIX	100-31-53300-371-000	274.58
07/24/2020	190218	D.L. GASSER CONSTRU	5000022802	07/14/2020	PW-10.910 TON HOT MIX	100-31-53300-371-000	532.08
07/24/2020	190218	D.L. GASSER CONSTRU	5000022814	07/15/2020	PW-10.460 TON HOT MIX	100-31-53300-371-000	510.13
Total 190218:							1,316.79
190219							
07/24/2020	190219	DANA INVESTMENTS INC	77677	07/12/2020	FIN-INVESTMENT SERVICES 3R	100-00-11710-000	2,075.04
Total 190219:							2,075.04
190220							
07/24/2020	190220	FIRST CALL	2366-468828	06/17/2020	PK-ADHESIVE FOR JOHN DEER	100-52-55200-250-000	169.30
07/24/2020	190220	FIRST CALL	2366-469089	06/19/2020	PW-SHOP #8 PLUGS	100-31-53240-350-000	2.50
07/24/2020	190220	FIRST CALL	2366-469438	06/22/2020	PW-SHOP PRESSURE TESTER	100-31-53240-350-000	34.99
07/24/2020	190220	FIRST CALL	2366-471082	07/06/2020	PW-#42 FREON WITH STOP LE	950-36-81000-350-000	95.98
07/24/2020	190220	FIRST CALL	2366-472397	07/17/2020	PW-XTRA SLIK LUBRICANT (SH	100-31-53240-350-000	7.95
Total 190220:							310.72
190221							
07/24/2020	190221	GLOBAL INDUSTRIAL	116201218	07/02/2020	REC-SOFTBALL FIELD STORAG	870-53-55300-814-000	1,788.85
Total 190221:							1,788.85
190222							
07/24/2020	190222	GOLDEN NEEDLE EMBR	0031474	07/15/2020	FD - POLO SHIRTS (3)	100-21-52200-346-000	111.00
Total 190222:							111.00
190223							
07/24/2020	190223	GRAY, MIKE	2020161	06/04/2020	BINSP-REFUND FOR DECK HE	100-22-44310-000	60.00
Total 190223:							60.00
190224							
07/24/2020	190224	GREEN DREAMS LANDS	6056	04/16/2020	ENG-LAKE ST LOADING DOCK	430-30-57330-821-000	665.00
Total 190224:							665.00
190225							
07/24/2020	190225	GREG'S PRECISION PAIN	052820	05/28/2020	ZOO-WOLF FENCE PAINTING	870-52-55410-861-000	1,305.00
Total 190225:							1,305.00
190226							
07/24/2020	190226	HARTJE FARM & POWER	046507	05/18/2020	AIR-THERMOSTAT	630-35-53510-250-000	26.41
Total 190226:							26.41
190227							
07/24/2020	190227	HOLIDAY WHOLESALE	9444204	07/17/2020	PW-TOWELS & CLEANER	100-31-53270-340-000	179.60
Total 190227:							179.60

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190228							
07/24/2020	190228	IAFC MEMBERSHIP INC	000065420	07/22/2020	FD - IAFC MEMBERSHIP	100-21-52200-320-000	240.00
Total 190228:							240.00
190229							
07/24/2020	190229	JFTCO INC	SIMS000689	07/01/2020	PS/ADMIN-GENERATOR PERFO	100-11-51640-260-000	430.00
Total 190229:							430.00
190230							
07/24/2020	190230	KLEENMARK	189761	03/31/2020	CITY-FOAM SOAP	100-11-51640-340-000	272.00
07/24/2020	190230	KLEENMARK	191836	07/09/2020	CITY-TISSUE & GARBAGE BAG	100-11-51640-350-000	55.59
07/24/2020	190230	KLEENMARK	191836	07/09/2020	CITY-GLOVES	290-10-54900-319-000	106.00
Total 190230:							433.59
190231							
07/24/2020	190231	M&M ICE SERVICE	81313	07/09/2020	FD - ICE	100-21-52200-340-000	40.00
Total 190231:							40.00
190232							
07/24/2020	190232	MCFARLANES INC	IV43080	07/09/2020	AIR-SMALL ENGINE PARTS	630-35-53510-250-000	57.02
07/24/2020	190232	MCFARLANES INC	RP52708	07/20/2020	FD - EVALUATE SAW	100-21-52200-250-000	79.00
Total 190232:							136.02
190233							
07/24/2020	190233	MESSER, JESSE	052820	06/11/2020	FD-RETIREMENT 5/28/20 (5YRS,	900-21-52200-300-000	1,269.72
Total 190233:							1,269.72
190234							
07/24/2020	190234	MID-STATE EQUIPMENT	K85074	06/22/2020	PW-#27 FRONT DOOR GLASS	100-31-53240-350-000	169.12
Total 190234:							169.12
190235							
07/24/2020	190235	MORDINI, STEVEN	072020	07/21/2020	REC-HOCKEY CAMP INSTRUCT	100-53-55300-215-075	325.00
Total 190235:							325.00
190236							
07/24/2020	190236	MSA PROFESSIONAL SE	030020-1	06/16/2020	LIB- CSM FOR LIBRARY	851-51-55110-215-000	2,650.00
07/24/2020	190236	MSA PROFESSIONAL SE	351190-3	07/01/2020	PK-M-P KAYAK LAUNCH CONST	430-52-55200-821-000	1,018.55
07/24/2020	190236	MSA PROFESSIONAL SE	351230-6	07/16/2020	BLDGINSR-SERVICES 5/31/20-6/	100-22-52400-215-000	1,855.03
Total 190236:							5,523.58
190237							
07/24/2020	190237	NAPA AUTO PARTS	386940	07/06/2020	PW-#83 WIRING LEADS	100-31-53635-350-000	31.15
07/24/2020	190237	NAPA AUTO PARTS	387269	07/08/2020	PW-STOCK: SEAFOAM; TUNE-U	100-31-53240-350-000	174.75
07/24/2020	190237	NAPA AUTO PARTS	387426	07/10/2020	FD - T-9 FILTERS	100-21-52200-240-000	44.59
07/24/2020	190237	NAPA AUTO PARTS	387429	07/10/2020	PK-BUNKER RAKE PARTS	100-52-55200-250-000	31.49
07/24/2020	190237	NAPA AUTO PARTS	388378	07/20/2020	PW-#25 NAPA HYDRAULIC FILT	100-31-53240-350-000	17.15

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Total 190237:							299.13
190238							
07/24/2020	190238	OFFICE DEPOT INC	1053985900	07/09/2020	FIN-11X17 PAPER & PRE-INK R	100-11-51500-310-000	56.17
Total 190238:							56.17
190239							
07/24/2020	190239	PERKINS OIL CO INC	0088793-IN	07/07/2020	PW-AIR COMPRESSOR OIL	100-31-53270-350-000	94.16
Total 190239:							94.16
190240							
07/24/2020	190240	PETERSON SANITATION	4256-070120	07/01/2020	ZOO-DUMPSTER RENTAL	100-52-55410-260-000	210.00
Total 190240:							210.00
190241							
07/24/2020	190241	POINTON HEATING & AIR	0008363200	07/14/2020	ZOO-HVAC REPAIRS	100-52-55410-260-000	327.91
Total 190241:							327.91
190242							
07/24/2020	190242	POWER BUROW PRODU	8065	06/18/2020	PW-#83 PTO SHAFT REPAIR	100-31-53635-240-000	480.38
Total 190242:							480.38
190243							
07/24/2020	190243	QUALITY TRUCK CARE C	X102007864:	07/08/2020	PW-#83 GASKET, SWITCH	100-31-53635-350-000	77.84
Total 190243:							77.84
190244							
07/24/2020	190244	QUILL CORPORATION	8412687	07/08/2020	ZOO-PRINTER INK	100-52-55410-340-000	62.97
07/24/2020	190244	QUILL CORPORATION	8412687	07/08/2020	CC-OFFICE SUPPLY	100-52-55130-310-000	12.99
Total 190244:							75.96
190245							
07/24/2020	190245	RENNERTS FIRE EQUIP	42421	07/15/2020	FD - FLOOD LIGHT BULBS	100-21-52200-340-000	97.74
Total 190245:							97.74
190246							
07/24/2020	190246	RHYME BUSINESS PROD	AR396123	07/08/2020	CC-3RD QTR COPIER MAINTEN	100-52-55130-250-000	213.00
Total 190246:							213.00
190247							
07/24/2020	190247	RIVERSIDE RENTALS	67740	06/16/2020	PW-ARGON; ARGON TANK	100-31-53240-348-000	120.00
Total 190247:							120.00
190248							
07/24/2020	190248	RODENT PRO	465212	07/07/2020	ZOO-FROZEN RATS	100-52-55410-342-000	3,336.00

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Total 190248:							3,336.00
190249							
07/24/2020	190249	SCHWAAB, INC.	5096124	07/14/2020	CLK-ELECTION CAUTION OPEN	100-11-51440-340-000	134.22
Total 190249:							134.22
190250							
07/24/2020	190250	SUNRISE PROPERTY CA	8611	06/16/2020	PD-MOWING 102 10TH ST	100-31-53640-270-000	124.04
Total 190250:							124.04
190251							
07/24/2020	190251	TOWN OF BARABOO	002-1060 20	07/23/2020	CITY-ANSTETT TOWN TAXES Y	100-11-51910-740-000	268.62
07/24/2020	190251	TOWN OF BARABOO	002-1062 20	07/23/2020	CITY-YOUNG TOWN TAXES YEA	100-11-51910-740-000	94.31
Total 190251:							362.93
190252							
07/24/2020	190252	TRUGREEN COMMERCIA	124097019	07/01/2020	CITY-LAWN SERVICE W/O 4666	100-11-51640-260-000	125.00
07/24/2020	190252	TRUGREEN COMMERCIA	124795370	07/13/2020	PS/ADMIN-JULY WEED CONTR	100-11-51640-260-000	105.00
Total 190252:							230.00
190253							
07/24/2020	190253	UNITED ELECTRIC INC.	66103	06/30/2020	AIR-A3 LIGHTING REPAIR	630-35-53510-282-000	190.00
Total 190253:							190.00
190254							
07/24/2020	190254	UW VETERINARY CARE	193895-7920	07/09/2020	ZOO-JUNE VET CARE	100-52-55410-211-000	295.80
07/24/2020	190254	UW VETERINARY CARE	201139-7620	07/06/2020	ZOO-BEAVER MEDS	100-52-55410-211-000	103.35
Total 190254:							399.15
190255							
07/24/2020	190255	VOYAGER FLEET SYSTE	86925-1835-	07/08/2020	ENG-JUNE 2020 FUEL	100-30-53100-348-000	65.12
07/24/2020	190255	VOYAGER FLEET SYSTE	86925-1835-	07/08/2020	FD-JUNE 2020 FUEL	100-21-52200-348-000	456.87
07/24/2020	190255	VOYAGER FLEET SYSTE	86925-1835-	07/08/2020	PD-JUNE 2020 FUEL	100-20-52110-348-000	16.33
07/24/2020	190255	VOYAGER FLEET SYSTE	86925-1835-	07/08/2020	PK-JUNE 2020 FUEL	100-52-55200-348-000	1,059.71
07/24/2020	190255	VOYAGER FLEET SYSTE	86925-1835-	07/08/2020	PW-JUNE 2020 MACHINERY & E	100-31-53240-348-000	788.00
07/24/2020	190255	VOYAGER FLEET SYSTE	86925-1835-	07/08/2020	PD-JUNE 2020 FUEL	100-20-52110-348-000	3,048.51
07/24/2020	190255	VOYAGER FLEET SYSTE	86925-1835-	07/08/2020	PW-JUNE 2020 STREET MAINT	100-31-53300-348-000	988.63
07/24/2020	190255	VOYAGER FLEET SYSTE	86925-1835-	07/08/2020	PD-ANIMAL CONTROL-JUNE 20	100-20-54110-348-000	65.36
07/24/2020	190255	VOYAGER FLEET SYSTE	86925-1835-	07/08/2020	PW-JUNEE 2020 TREES & BRU	100-31-53370-348-000	421.97
07/24/2020	190255	VOYAGER FLEET SYSTE	86925-1835-	07/08/2020	PW-JUNE 2020 GARBAGE FUEL	100-31-53620-348-000	1,133.14
07/24/2020	190255	VOYAGER FLEET SYSTE	86925-1835-	07/08/2020	PW-JUNE 2020 RECYCLING FU	100-31-53635-348-000	713.93
07/24/2020	190255	VOYAGER FLEET SYSTE	86925-1835-	07/08/2020	PW-JUNE 2020 STORMWATER	950-36-81000-348-000	535.21
Total 190255:							9,292.78
190256							
07/24/2020	190256	WIS DEPT OF JUSTICE-TI	455TIME-000	07/10/2020	PD QTRLY CHARGES (28)	100-20-52110-270-000	486.00

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Total 190256:							486.00
190257							
07/24/2020	190257	ZARNOTH BRUSH WORK	0181023-IN	07/07/2020	PW-ELGIN POLY CABLEWRAP B	950-36-81000-340-000	948.00
Total 190257:							948.00
7002275							
07/24/2020	7002275	ADVANCED DISPOSAL	A200005202	06/30/2020	LIB - EAST TRASH DISPOSAL	851-51-55110-260-000	101.91
Total 7002275:							101.91
7002276							
07/24/2020	7002276	BAKER TILLY VIRCHOW	BT1642354	06/29/2020	AIR-AUDIT DEC 2019 THRU 6/29	630-35-53510-215-000	1,646.00
07/24/2020	7002276	BAKER TILLY VIRCHOW	BT1646510	06/30/2020	CITY-2019 FINANCIAL STATEME	100-11-51510-215-000	4,447.00
07/24/2020	7002276	BAKER TILLY VIRCHOW	BT1646510	06/30/2020	TIF VI-2019 FINANCIAL STATEME	360-11-51510-215-000	378.00
07/24/2020	7002276	BAKER TILLY VIRCHOW	BT1646510	06/30/2020	TIF 7-2019 FINANCIAL STATEME	370-11-51510-215-000	377.00
07/24/2020	7002276	BAKER TILLY VIRCHOW	BT1646510	06/30/2020	TIF 8-2019 FINANCIAL STATEME	380-11-51510-215-000	377.00
07/24/2020	7002276	BAKER TILLY VIRCHOW	BT1646510	06/30/2020	TIF 9-2019 FINANCIAL STATEME	309-11-51510-215-000	377.00
07/24/2020	7002276	BAKER TILLY VIRCHOW	BT1646510	06/30/2020	CITY-2019 SINGLE AUDIT	100-11-51510-215-000	723.00
Total 7002276:							8,325.00
7002277							
07/24/2020	7002277	CAPITAL NEWSPAPERS	5421	07/10/2020	PLAN-PUB HRG-COLLABORATI	100-14-56300-210-000	44.45
07/24/2020	7002277	CAPITAL NEWSPAPERS	5576	07/15/2020	CLK-ABSENTEE VOTING	100-11-51440-210-000	55.46
07/24/2020	7002277	CAPITAL NEWSPAPERS	5681	07/10/2020	CLK-LIQUOR LIC PUBLICATION	100-11-51420-210-000	30.03
07/24/2020	7002277	CAPITAL NEWSPAPERS	5816	06/30/2020	COUNCIL-JUNE 8 MINUTES	100-10-51100-210-000	22.31
07/24/2020	7002277	CAPITAL NEWSPAPERS	7019	07/10/2020	CLK-JOINT REVIEW BOARD	100-11-51420-210-000	14.62
Total 7002277:							166.87
7002278							
07/24/2020	7002278	CROELL REDI-MIX INC	449320	07/15/2020	PW-ELLIS AVENUE STORMSEW	950-36-83100-410-000	114.00
Total 7002278:							114.00
7002279							
07/24/2020	7002279	GORDON FLESCH	IN12996056	07/15/2020	FD - COPIES JUNE	100-21-52200-310-000	115.18
Total 7002279:							115.18
7002280							
07/24/2020	7002280	HILLS WIRING INC	75849	07/14/2020	PW-JULY 2020 HWY 12 LIGHT C	240-31-53420-270-000	683.35
Total 7002280:							683.35
7002281							
07/24/2020	7002281	MENARDS - BARABOO	41559-31900	06/09/2020	PW-STANLEY KNIVES	100-31-53240-340-000	12.99
07/24/2020	7002281	MENARDS - BARABOO	43679-31900	07/06/2020	ZOO-FENCE REPAIRS	100-52-55410-350-000	8.23
07/24/2020	7002281	MENARDS - BARABOO	43715-31900	07/06/2020	PK-PUMP HOSE ASSEMBLY PA	100-52-55200-350-000	93.17
07/24/2020	7002281	MENARDS - BARABOO	43784-31900	07/07/2020	ZOO-PRIVACY FENCE CONSTR	870-52-55410-861-000	237.28
07/24/2020	7002281	MENARDS - BARABOO	43793-31900	07/07/2020	PK-FIELD MARKING PAINT	100-52-55200-340-000	248.50
07/24/2020	7002281	MENARDS - BARABOO	43797-31900	07/07/2020	PK-TOOLS	100-52-55200-392-000	185.88
07/24/2020	7002281	MENARDS - BARABOO	43797-31900	07/07/2020	PK-LED LIGHTS	100-52-55200-350-000	19.98

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07/24/2020	7002281	MENARDS - BARABOO	43852-31900	07/08/2020	PK-TOOL RETURN	100-52-55200-392-000	14.43-
07/24/2020	7002281	MENARDS - BARABOO	43856-31900	07/08/2020	PK-RESTROOM SUPPLY	100-52-55200-340-000	61.16
07/24/2020	7002281	MENARDS - BARABOO	43856-31900	07/08/2020	PK-SMALL TOOLS	100-52-55200-392-000	91.68
07/24/2020	7002281	MENARDS - BARABOO	44257-31900	07/13/2020	FORESTRY-GRAVEL BED CONS	870-52-55200-821-000	539.75
07/24/2020	7002281	MENARDS - BARABOO	44313-31900	07/13/2020	ZOO-ANIMAL FOOD	100-52-55410-342-000	6.48
07/24/2020	7002281	MENARDS - BARABOO	44313-31900	07/13/2020	ZOO-BARK & NOZZLE	100-52-55410-340-000	23.92
07/24/2020	7002281	MENARDS - BARABOO	44351-31900	07/14/2020	FORESTRY-GRAVEL BED CONS	870-52-55200-821-000	153.71
07/24/2020	7002281	MENARDS - BARABOO	44448-31900	07/15/2020	FORESTRY-GRAVE:L BED CON	870-52-55200-821-000	76.90
07/24/2020	7002281	MENARDS - BARABOO	44508-31900	07/16/2020	PW-#85 ODOR BULLY CLEANER	100-31-53620-340-000	26.94
Total 7002281:							1,772.14
Grand Totals:							446,218.49

FINANCE COMMITTEE APPROVAL:

 (Chairman)

 (Date)

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16771						
07/15/2020	AQUACHEM OF AMERICA INC	S5230AQ	06/30/2020	SEWER-POLYMER-2300 LB TOTES (2)	960-36-82500-345-000	5,951.25
Total 16771:						5,951.25
16772						
07/15/2020	AQUAFIX INC	S32328	07/08/2020	SE-OXYFRESH LIQUID-5 CASES	960-36-82500-345-000	186.51
Total 16772:						186.51
16773						
07/15/2020	BAKER TILLY VIRCHOW KRAUS	U-BT164779	07/01/2020	UTIL-2019 AUDIT-CLIENT 2928	970-37-92300-215-000	1,000.00
Total 16773:						1,000.00
16774						
07/15/2020	CENTRISYS CORPORATION	S-PSI-24834	07/03/2020	SE-HP PALL FILTER ELEMENT-4" LON	960-36-83300-250-000	169.00
Total 16774:						169.00
16775						
07/15/2020	CENTURY SPRINGS	S4962659	07/07/2020	SE-LAB DISTILLED WATER #13998	960-36-82700-340-000	37.00
Total 16775:						37.00
16776						
07/15/2020	CHECK ADVANTAGE	U50385954	07/15/2020	UTIL-BANK DEPOSIT SLIPS-CKG	950-36-84000-310-000	16.44
07/15/2020	CHECK ADVANTAGE	U50385954	07/15/2020	UTIL-BANK DEPOSIT SLIPS-CKG	960-36-85100-310-000	16.44
07/15/2020	CHECK ADVANTAGE	U50385954	07/15/2020	UTIL-BANK DEPOSIT SLIPS-CKG	970-37-90300-310-000	16.44
07/15/2020	CHECK ADVANTAGE	U50385954	07/15/2020	UTIL-BANK DEPOSIT SLIPS-CKG	240-36-84000-310-000	5.48
Total 16776:						54.80
16777						
07/15/2020	CITY TREASURER - WATER	S91009000J	06/30/2020	SEWER-MANCHESTER PLANT	960-36-82700-221-000	255.70
07/15/2020	CITY TREASURER - WATER	S91009000J	06/30/2020	SEWER-MANCHESTER PLANT	960-36-82700-226-000	338.53
07/15/2020	CITY TREASURER - WATER	S91009000J	06/30/2020	SEWER-MANCHESTER PLANT	960-36-82700-227-000	16.76
07/15/2020	CITY TREASURER - WATER	S91010000J	06/30/2020	SEWER-HEADWORKS BLDG	960-36-82200-221-000	1,497.50
07/15/2020	CITY TREASURER - WATER	S91011000J	06/30/2020	SEWER-MANCHESTER SLUDGE	960-36-82710-221-000	685.60
07/15/2020	CITY TREASURER - WATER	S91011000J	06/30/2020	SEWER-MANCHESTER SLUDGE	960-36-82710-226-000	228.97
07/15/2020	CITY TREASURER - WATER	W78097800J	06/30/2020	WATER-OAK ST HILIFT/RESERVOIR	970-37-60300-226-000	12.31
07/15/2020	CITY TREASURER - WATER	W78097800J	06/30/2020	WATER-OAK ST HILIFT/RESERVOIR	970-37-60300-227-000	4.36
07/15/2020	CITY TREASURER - WATER	W78097800J	06/30/2020	WATER-OAK ST HILIFT/RESERVOIR	970-37-66500-226-000	34.47
07/15/2020	CITY TREASURER - WATER	W78097800J	06/30/2020	WATER-OAK ST HILIFT/RESERVOIR	970-37-66500-227-000	12.40
07/15/2020	CITY TREASURER - WATER	W99000460J	06/30/2020	WATER-BIRCH ST TOWER	970-37-66500-226-000	12.31
07/15/2020	CITY TREASURER - WATER	W99000460J	06/30/2020	WATER-BIRCH ST TOWER	970-37-66500-227-000	16.76
07/15/2020	CITY TREASURER - WATER	W99001220J	06/30/2020	WATER-WELL NO. 4	970-37-60300-226-000	12.31
07/15/2020	CITY TREASURER - WATER	W99001220J	06/30/2020	WATER-WELL NO. 4	970-37-60300-227-000	16.76
07/15/2020	CITY TREASURER - WATER	W99002190J	06/30/2020	WATER-WELL NO. 2	970-37-60300-226-000	20.93
07/15/2020	CITY TREASURER - WATER	W99002190J	06/30/2020	WATER-WELL NO. 2	970-37-60300-227-000	16.76
07/15/2020	CITY TREASURER - WATER	W99002640J	06/30/2020	WATER-WELL NO. 6	970-37-60300-226-000	12.31
07/15/2020	CITY TREASURER - WATER	W99002640J	06/30/2020	WATER-WELL NO. 6	970-37-60300-227-000	16.76
07/15/2020	CITY TREASURER - WATER	W99002820J	06/30/2020	WATER-MOORE ST TOWER	970-37-66500-226-000	12.31
07/15/2020	CITY TREASURER - WATER	W99002820J	06/30/2020	WATER-MOORE ST TOWER	970-37-66500-227-000	16.76
07/15/2020	CITY TREASURER - WATER	W99003150J	06/30/2020	WATER-BARNHART BOOSTER	970-37-62600-226-000	18.47
07/15/2020	CITY TREASURER - WATER	W99003150J	06/30/2020	WATER-BARNHART BOOSTER	970-37-62600-227-000	16.76

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07/15/2020	CITY TREASURER - WATER	W99003340J	06/30/2020	WATER-MINE RD TOWER	970-37-66500-226-000	27.08
07/15/2020	CITY TREASURER - WATER	W99003340J	06/30/2020	WATER-MINE RD TOWER	970-37-66500-227-000	16.76
07/15/2020	CITY TREASURER - WATER	W99003350J	06/30/2020	WATER-WELL NO. 2	970-37-60300-226-000	12.31
07/15/2020	CITY TREASURER - WATER	W9906150JU	06/30/2020	WATER-BARNHART TOWER	970-37-66500-226-000	12.31
07/15/2020	CITY TREASURER - WATER	W9906150JU	06/30/2020	WATER-BARNHART TOWER	970-37-66500-227-000	16.76
Total 16777:						3,361.02
16778						
07/15/2020	CORE & MAIN LP	W-M567044	06/26/2020	WATER-INVENTORY-ACCT 97801	970-96-10154-001	1,982.21
07/15/2020	CORE & MAIN LP	W-M577395	06/26/2020	WATER-METERS: IPERL 5/8" (8)	970-96-10346-101	1,022.29
Total 16778:						3,004.50
16779						
07/15/2020	HUB CHEMICAL CO INC	S5699	07/09/2020	SE-MAIN/RIVER XING DEGREASER	960-36-83100-340-000	1,125.00
Total 16779:						1,125.00
16780						
07/15/2020	JFTCO INC	W-PIMS0050	07/01/2020	WA-MINI EXCAVATOR SERVICE PART	970-37-93200-250-000	264.60
Total 16780:						264.60
16781						
07/15/2020	MENARDS - BARABOO	S43309	07/01/2020	SE-FLAG LIGHTING @ WRRF #319002	960-36-83400-260-000	238.93
Total 16781:						238.93
16782						
07/15/2020	NCL OF WISCONSIN INC	S440221	06/10/2020	SE-LAB SUPPLIES-ACCT 3595	960-36-82700-340-000	742.67
07/15/2020	NCL OF WISCONSIN INC	S440338	06/12/2020	SE-LAB SUPPLIES-ACCT 3595	960-36-82700-340-000	112.48
Total 16782:						855.15
16783						
07/15/2020	OLD SCHOOL PLUMBING LLC	W71320	07/13/2020	WA-REPLACE LEAD SERVICE@512 C	261-37-53700-238-000	2,650.00
07/15/2020	OLD SCHOOL PLUMBING LLC	W71320	07/13/2020	WA-REPLACE LEAD SERVICE@512 C	970-96-10145-001	2,650.00
07/15/2020	OLD SCHOOL PLUMBING LLC	W71320	07/13/2020	WA-REPLACE LEAD SERVICE@512 C	261-00-25640-000	2,650.00
Total 16783:						2,650.00
16784						
07/15/2020	OMNI MATERIALS INC	S343758	06/14/2020	SEWER-ASH/KILNDUST-CUST BAR	960-36-82710-345-000	1,362.18
07/15/2020	OMNI MATERIALS INC	S343840	06/28/2020	SEWER-LIME/KILNDUST-CUST BAR	960-36-82710-345-000	5,359.91
Total 16784:						6,722.09
16785						
07/15/2020	PIEPER ELECTRIC INC	W20001#2	06/30/2020	WA-OAK ST BOOSTER ELECTRICAL U	970-96-10107-001	162,675.98
07/15/2020	PIEPER ELECTRIC INC	W20001#2	06/30/2020	WA-OAK ST BOOSTER ELECTRICAL U	970-37-95000-860-000	162,675.98
07/15/2020	PIEPER ELECTRIC INC	W20001#2	06/30/2020	WA-OAK ST BOOSTER ELECTRICAL U	970-37-95000-899-000	162,675.98
Total 16785:						162,675.98

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16786						
07/15/2020	SERWE INPLEMENT & MUNICIP	U7309	07/02/2020	UTIL-JET VAC: STEEL SKID	950-36-83100-340-000	35.34
07/15/2020	SERWE INPLEMENT & MUNICIP	U7309	07/02/2020	UTIL-JET VAC: STEEL SKID	960-36-83100-250-000	35.34
Total 16786:						70.68
16787						
07/15/2020	SEWER DEBT SERVICE FUND	S07/2020	07/15/2020	SEWER-JULY 2020 FUNDING	960-96-10125-001	27,965.14
Total 16787:						27,965.14
16788						
07/15/2020	SHI INTERNATIONAL CORP	U-B1192431	06/29/2020	UTIL-WINDOWS 10 UPGRADE-CUST 1	960-36-85100-250-000	181.53
07/15/2020	SHI INTERNATIONAL CORP	U-B1192431	06/29/2020	UTIL-WINDOWS 10 UPGRADE-CUST 1	970-37-92100-250-000	181.53
Total 16788:						363.06
16789						
07/15/2020	SPRECHER PLUMBING INC	W11221	07/10/2020	WA-REPLACE LEAD SERVICE@128 7T	261-00-25640-000	2,650.00-
07/15/2020	SPRECHER PLUMBING INC	W11221	07/10/2020	WA-REPLACE LEAD SERVICE@128 7T	261-37-53700-238-000	2,650.00
07/15/2020	SPRECHER PLUMBING INC	W11221	07/10/2020	WA-REPLACE LEAD SERVICE@128 7T	970-96-10145-001	2,650.00
Total 16789:						2,650.00
16790						
07/15/2020	TERRYTOWN PLUMBING INC	W151942	07/06/2020	WA-REPLACE LEAD SERVICE@506 10	261-00-25640-000	2,950.00-
07/15/2020	TERRYTOWN PLUMBING INC	W151942	07/06/2020	WA-REPLACE LEAD SERVICE@506 10	261-37-53700-238-000	2,950.00
07/15/2020	TERRYTOWN PLUMBING INC	W151942	07/06/2020	WA-REPLACE LEAD SERVICE@506 10	970-96-10145-001	2,950.00
Total 16790:						2,950.00
16791						
07/15/2020	THE SHOE BOX	S77119	06/29/2020	SE-STEELTOE BOOTS-DORO	960-36-85600-390-000	142.20
07/15/2020	THE SHOE BOX	S77120	06/29/2020	SE-STEELTOE BOOTS-WEIRICH	960-36-85600-390-000	127.80
Total 16791:						270.00
16792						
07/15/2020	UW SOIL TESTING LAB	S558293062	07/01/2020	SEWER-SOIL TESTS-ID 558293	960-36-82710-340-000	40.00
Total 16792:						40.00
16793						
07/15/2020	VOYAGER FLEET SYSTEMS IN	S869251835	07/08/2020	SEWER-FUEL: JET VAC	950-36-83100-348-000	85.12
07/15/2020	VOYAGER FLEET SYSTEMS IN	S869251835	07/08/2020	SEWER-FUEL: JET VAC	960-36-83100-348-000	85.12
07/15/2020	VOYAGER FLEET SYSTEMS IN	S869251835	07/08/2020	SEWER-FUEL: PICKUP	960-36-82800-348-000	41.07
07/15/2020	VOYAGER FLEET SYSTEMS IN	W869251835	07/08/2020	WATER-FUEL: TRUCKS	970-37-66200-348-000	658.47
07/15/2020	VOYAGER FLEET SYSTEMS IN	W869251835	07/08/2020	WATER-FUEL: MOWER	970-37-63100-260-000	7.76
07/15/2020	VOYAGER FLEET SYSTEMS IN	W869251835	07/08/2020	WATER-FUEL: MOWER	970-37-66100-348-000	7.76
07/15/2020	VOYAGER FLEET SYSTEMS IN	W869251835	07/08/2020	WATER-FUEL: AIR COMPRESSOR	970-37-67500-348-000	21.84
Total 16793:						907.14
16794						
07/15/2020	WI STATE LABORATORY OF HY	W638537	06/30/2020	WA-FLUORIDE TEST-JUNE 2020	970-37-64200-217-000	26.00

CITY OF BARABOO

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Total 16794:						26.00
Grand Totals:						223,537.85

FINANCE COMMITTEE APPROVAL:

(Chairman)_____
(Date)

CITY OF BARABOO

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Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
1279							
07/14/2020	1279	US BANK	0161-062520	06/25/2020	BOOK DROP SUPPLIES	100-51-55110-340-000	2.67
07/14/2020	1279	US BANK	0161-062520	06/25/2020	LIB PROGRAMMING SUPPLIES	100-51-55110-391-510	23.10
07/14/2020	1279	US BANK	0161-062520	06/25/2020	LIB- LED BLACK LIGHT, DINING	100-51-55110-391-510	41.96
07/14/2020	1279	US BANK	0161-062520	06/25/2020	FOL SRP PROGRAM PRIZES	940-51-55110-327-000	1,000.00
07/14/2020	1279	US BANK	0161-062520	06/25/2020	LIB-BLACK LED LIGHT, MARKER	100-51-55110-391-510	76.94
07/14/2020	1279	US BANK	0161-062520	06/25/2020	LIB-COLOR ALPHA SOFT SQUA	100-51-55110-391-510	30.49
07/14/2020	1279	US BANK	0161-062520	06/25/2020	LIB-CHALK	100-51-55110-391-510	8.78
07/14/2020	1279	US BANK	0161-062520	06/25/2020	BOOKS	100-51-55110-324-000	194.02
07/14/2020	1279	US BANK	0161-062520	06/25/2020	POSTAGE	100-51-55110-343-000	24.25
07/14/2020	1279	US BANK	0161-062520	06/25/2020	BOOKS	100-51-55110-324-000	76.37
07/14/2020	1279	US BANK	0161-062520	06/25/2020	LIB-SELF SEALING BAGS	100-51-55110-391-510	59.70
07/14/2020	1279	US BANK	0161-062520	06/25/2020	LIB- RETURN BAGS	100-51-55110-391-510	19.90-
07/14/2020	1279	US BANK	0161-062520	06/25/2020	LIB-BOTTLED WATER	100-51-55110-391-510	2.99
07/14/2020	1279	US BANK	0161-062520	06/25/2020	STORYWALK BOOK -SCHULZE	850-51-55110-300-000	29.96
07/14/2020	1279	US BANK	0161-062520	06/25/2020	LIB-NEW BOX FAN	100-51-55110-340-000	17.88
07/14/2020	1279	US BANK	0161-062520	06/25/2020	LUCKY DAY DVD FOR YOUTH	850-51-55110-300-000	37.92
07/14/2020	1279	US BANK	0161-062520	06/25/2020	LIB-STORAGE BAGS	100-51-55110-391-510	10.08
07/14/2020	1279	US BANK	0161-062520	06/25/2020	LIB-GIFT CARD	100-51-55110-391-510	25.00
07/14/2020	1279	US BANK	0161-062520	06/25/2020	LIB-LED BLACK LIGHT	100-51-55110-391-510	27.97
07/14/2020	1279	US BANK	0171-062520	06/25/2020	FD - ONLINE SCHEDULING WH	100-21-52200-270-000	40.00
07/14/2020	1279	US BANK	2425-062520	06/25/2020	TRE-CREDIT CARD TERMINAL -	100-11-51520-392-000	250.00
07/14/2020	1279	US BANK	3239-062520	06/25/2020	PD- DMV PLATE RENEWAL-PAR	100-20-52110-240-000	33.66
07/14/2020	1279	US BANK	3287-062520	06/25/2020	REC-TENNIS BALLS	100-53-55300-340-100	59.95
07/14/2020	1279	US BANK	3287-062520	06/25/2020	ZOO-POLLINATOR SIGNS	100-52-55410-340-000	81.00
07/14/2020	1279	US BANK	3287-062520	06/25/2020	REC-VOLLEYBALL ROPES	100-53-55300-340-110	78.38
07/14/2020	1279	US BANK	3287-062520	06/25/2020	ZOO-MONKEY MEDS	100-52-55410-211-000	40.44
07/14/2020	1279	US BANK	3287-062520	06/25/2020	PK-COMMUNITY GARDEN NETT	100-52-55200-340-000	149.95
07/14/2020	1279	US BANK	3287-062520	06/25/2020	ZOO-WOLF FENCE WIRE & CH	100-52-55410-350-000	212.42
07/14/2020	1279	US BANK	3287-062520	06/25/2020	ZOO-ELECTRIC FENCE INSULA	100-52-55410-340-000	270.85
07/14/2020	1279	US BANK	3287-062520	06/25/2020	CC-WEB CAMERA	290-10-54900-392-000	69.00
07/14/2020	1279	US BANK	3287-062520	06/25/2020	ZOO-ELECTRIC FENCE INSULA	100-52-55410-340-000	122.80
07/14/2020	1279	US BANK	3287-062520	06/25/2020	ZOO-FENCE INSULATOR RETU	100-52-55410-340-000	300.57-
07/14/2020	1279	US BANK	3287-062520	06/25/2020	ZOO-FENCE INSULATOR RETU	100-52-55410-340-000	22.12-
07/14/2020	1279	US BANK	3287-062520	06/25/2020	ZOO-GOAT MEDS	100-52-55410-211-000	15.99
07/14/2020	1279	US BANK	3287-062520	06/25/2020	PK-BRIDGE SIGNAGE	100-52-55200-340-000	159.80
07/14/2020	1279	US BANK	3287-062520	06/25/2020	PK-BRIDGE SIGNAGE	100-52-55200-340-000	48.58
07/14/2020	1279	US BANK	6187-062520	06/25/2020	LIB- VOLGISTICS DATABASE SU	100-51-55110-311-000	37.00
07/14/2020	1279	US BANK	7925-062520	07/08/2020	CDA-IVORY TOGGLE SWITCHE	100-00-15980-000	39.90
07/14/2020	1279	US BANK	8480-062520	06/25/2020	PW-MAILBOX	720-31-51493-510-000	34.97
07/14/2020	1279	US BANK	8480-062520	06/25/2020	PW-TRUCK #1 TRANSFER TAN	100-31-53240-350-000	879.98
07/14/2020	1279	US BANK	8480-062520	06/25/2020	PW-WATER REP JACKETS, VES	100-31-53230-319-000	633.41
07/14/2020	1279	US BANK	8667-062520	06/25/2020	FD - BOOTS FOR K STIEVE	100-21-52200-346-000	80.04
07/14/2020	1279	US BANK	8667-062520	06/25/2020	FD - BLOWER/EQUIP PARTS	100-21-52200-340-000	195.17
07/14/2020	1279	US BANK	8667-062520	06/25/2020	FD - OFFICER MEAL-TEAM BUIL	100-21-52200-320-000	108.32
07/14/2020	1279	US BANK	8667-062520	06/25/2020	FD - BATTERY SAW	100-21-52200-392-000	829.00
07/14/2020	1279	US BANK	8726-062520	06/25/2020	PD- DOCKING STATION FOR SQ	100-20-52110-392-000	66.42
07/14/2020	1279	US BANK	8829-062520	06/25/2020	PD- BONHAM ARSON TRAINING	100-20-52120-320-000	200.00-
07/14/2020	1279	US BANK	8829-062520	06/25/2020	PD- GAS FOR LAWNMOWER	100-11-51640-340-000	10.45
07/14/2020	1279	US BANK	8829-062520	06/25/2020	PD- WATER NOZZLE (HOSE)	100-20-52110-340-000	8.79
07/14/2020	1279	US BANK	8829-062520	06/25/2020	PD- NITRILE GLOVES	290-10-54900-319-000	156.68
07/14/2020	1279	US BANK	8829-062520	06/25/2020	PD- 2 TB HYBRID DRIVES	290-10-54900-392-000	136.95
07/14/2020	1279	US BANK	8829-062520	06/25/2020	PD- SECURITY MIRROR & FAN	100-20-52130-310-000	29.96
07/14/2020	1279	US BANK	8829-062520	06/25/2020	PD- PHONE CASE A10E FOR D	100-20-52110-220-000	19.99
07/14/2020	1279	US BANK	8829-062520	06/25/2020	PD- CLOTH GOWNS	290-10-54900-319-000	39.90
07/14/2020	1279	US BANK	8829-062520	06/25/2020	PD- 64GB USB DRIVES	100-20-52130-310-000	27.99

CITY OF BARABOO

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Check Issue Date	Check Number	Payee	Invoice Number	Invoice Date	Description	Invoice GL Account	Check Amount
07/14/2020	1279	US BANK	8829-062520	06/25/2020	PD- DRUG TEST KITS	100-20-52120-340-000	99.70
07/14/2020	1279	US BANK	8829-062520	06/25/2020	PD- BATTERIES	100-20-52110-340-000	28.97
07/14/2020	1279	US BANK	8829-062520	06/25/2020	PD- SIGN HOLDERS	100-20-52130-310-000	51.78
07/14/2020	1279	US BANK	8829-062520	06/25/2020	PD- USB-C PHONE CORDS	100-20-52110-220-000	41.97
07/14/2020	1279	US BANK	8829-062520	06/25/2020	PD- MAGNETIC MIC (9) FOR CO	290-10-54900-392-000	359.55
07/14/2020	1279	US BANK	8829-062520	06/25/2020	PD- 16GB FLASH DRIVES	100-20-52130-310-000	30.99
07/14/2020	1279	US BANK	8829-062520	06/25/2020	PD- SIGN HOLDERS	100-20-52110-340-000	42.58
07/14/2020	1279	US BANK	8829-062520	06/25/2020	PD- 2 BAGS OF ICE	100-20-52110-340-000	10.98
07/14/2020	1279	US BANK	8895-062520	06/25/2020	PD- LEXISNEXIS	100-20-52120-270-000	150.00
07/14/2020	1279	US BANK	8979-062520	06/25/2020	LIB - ILL POSTAGE	100-51-55110-343-000	11.64
07/14/2020	1279	US BANK	8979-062520	06/25/2020	LIB - DONORPERFECT MONTH	100-51-55110-311-000	69.94
07/14/2020	1279	US BANK	8979-062520	06/25/2020	LIB - COMPUTER RAM (MEMOR	100-51-55110-392-000	39.99
07/14/2020	1279	US BANK	8979-062520	06/25/2020	LIB - DVD PURCHASE FOR ADU	100-51-55110-328-000	33.99
07/14/2020	1279	US BANK	8979-062520	06/25/2020	LIB - AV CART FOR RFID WORK	940-51-55110-322-000	308.88
07/14/2020	1279	US BANK	9442-062520	06/25/2020	CTY-TEST PORT-REHEAT COIL I	100-11-51640-350-000	3.28
Total 1279:							7,399.47
Grand Totals:							7,399.47

FINANCE COMMITTEE APPROVAL:

(Chairman)

(Date)

CA - 2

RESOLUTION NO. 2020-

Dated: July 28, 2020

The City of Baraboo, Wisconsin

Background:

City Ordinance 3.05, Changes in Budget states, "The amount of the tax to be levied or certified, the amounts of the various appropriations, and the purpose thereof shall not be changed after approval of the budget except by a 2/3 vote of the entire membership of the Council pursuant to §65.90(5), Wis. Stats. Notice of such transfer shall be given by publication within 10 days thereafter in the official City newspaper."

Therefore, the City is required to notify the citizenry through publication in the City's official newspaper about the supplemental budget amendments. The State Statute requires publication to happen within ten (10) days upon Council approval of said amendments.

The City's publication process is to identify budget amendments in the fiscal commentary section of resolutions when spending authorizations are granted. Therefore, the City Council could approve budget transfers as often as every meeting. The City satisfies the legal requirement of publication, by publishing budget amendments after the Finance Committee and Common Council approves the listing.

Fiscal Note: (check one) [] Not Required [X] Budgeted Expenditure [X] Not Budgeted

Comments: Budget amendments, that are budgetary transfers, are budgeted expenditures. Budget amendments, that are supplemental, are not budgeted. The 2020 City Budget provides for publishing amendments.

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

That the following budget amendments are authorized:

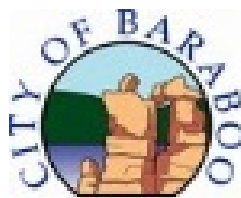
- 2nd Quarter, 2020 City-Wide Supplemental Budget Amendments for (\$27,083)
- 2nd Quarter, 2020 City-Wide Budgetary Transfers \$31,317

See attached memorandum and amendment schedules.


Offered by: Finance/Personnel Committee **Approved by:** _____
Mayor

Motion: _____

Second: _____ **Certified by:** _____
City Clerk



Finance Department Memorandum

To: Common Council
Ed Geick, Interim City Administrator
From: Cynthia Haggard, Director of Finance 
Date: July 28, 2020
Re: Budget Amendments

Background:

City Ordinance 3.05, Changes in Budget states, "The amount of the tax to be levied or certified, the amounts of the various appropriations, and the purpose thereof shall not be changed after approval of the budget except by a 2/3 vote of the entire membership of the Council pursuant to §65.90(5), Wis. Stats. Notice of such transfer shall be given by publication within 10 days thereafter in the official City newspaper."

Current:

Budget amendments are typically presented to the Finance/personnel Committee which are then forwarded to the Common Council for approval the same night. This process is a quarterly process.

Recommendation:

The Finance Director will continue to closely work with Department Heads and communicate budget amendments to the City's Finance/Personnel Committee and Common Council on a quarterly basis. The practice for the Library, Business Improvement District, Community Development, Baraboo-Dells Airport, Parks and Recreation, and UW-Baraboo/Sauk County is that their respective budget amendments will need to be presented to their Boards and/or Commissions before the amendments are presented to the City Council as part of the overall city-wide budget amendment process.

In order to make changes to the budget, a Notice and Resolution to Amend Budget must be adopted. The resolution must summarize the appropriation changes for each spending classification and identify from where the sources of funds are coming.

Two categories of budget amendments are identified:

1. Budgetary Transfers
2. Supplemental Budgets

Budgetary Transfers

The budgetary transfer will have a source of funds of either 1) Reduction in Other Appropriation within Same Fund, or 2) Transfer from Other Fund. 20 of 48

Reduction in Other Appropriation within Same Fund - Essentially transferring budgeted and appropriated monies between spending category within same fund.

Transfer from Other Fund - A transfer consists of moving budgeted and appropriated monies from one or more spending categories in one fund to one or more spending categories in another fund.

Supplemental Budgets

A supplemental budget shall be adopted to account for revenues in excess of the budget and to authorize expenditures of additional funds. Whenever the City receives unanticipated revenues, or revenues not assured at the time of the adoption of the budget, a supplemental budget and appropriation shall be enacted to authorize the expenditure of these unanticipated funds. The supplemental budget will have a source of funds of either 1) Fund Balance Applied, or 2) New Revenue.

Fund Balance Applied – In this case, the City is utilizing available fund balance to cover actual net expenses exceeding revenues. This situation is caused by expenses coming in higher than budget, or revenues coming in lower than budget.

New Revenue – In this case, the City has received funds that were not planned and wishes to apply those funds to expenses in the current year - not in the original budget.

Attached:

- 2nd Quarter, 2020 City-Wide Supplemental Budget Amendments for (\$27,083)
- 1st Quarter, 2020 City-Wide Budgetary Transfers \$31,317

City of Baraboo
1st Quarter Budget Amendments
Supplemental Budget

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General Fund

Department	Account Number	Account Name	Original Budget	Change	Amended Budget
Source of Funds:		Fund Balance Applied			
Economic Development	100-15-49300-400	Fund Balance Applied-Marketing	(14,000)	(10,000)	(24,000)
				<u>\$ (10,000)</u>	
Use of Funds					
Economic Development	100-15-56710-290-400	Other Contracted Services-Desi	18,600	10,000	28,600
				<u>\$ 10,000</u>	
<i>To appropriate FB for Small Business Relief Fund</i>					

General Fund

Department	Account Number	Account Name	Original Budget	Change	Amended Budget
Source of Funds:		New Revenue			
Fire	100-21-48400-000	Insurance Recoveries	(12,781)	(1,889)	(14,670)
				<u>\$ (1,889)</u>	
Use of Funds					
Fire Protection	100-21-52200-240-000	Repair & Maint Service-Vehicle	18,281	1,889	20,170
				<u>\$ 1,889</u>	
<i>To appropriate insurance proceeds, 2018 Pierce E-3</i>					

General Fund

Department	Account Number	Account Name	Original Budget	Change	Amended Budget
Source of Funds:		Fund Balance Applied			
Parks	100-52-46810-000	Timber Sales	-	(4,242)	(4,242)
				<u>\$ (4,242)</u>	
Use of Funds					
ROW - Trees	100-52-53370-377-000	Trees, Seed, Sod	3,510	4,242	7,752
				<u>\$ 4,242</u>	
<i>To appropriate revenue from timber sales</i>					

General Fund

Department	Account Number	Account Name	Original Budget	Change	Amended Budget
Source of Funds:		Fund Balance Applied			
General Government	100-10-48400-000	Insurance Recoveries	-	(5,470)	(5,470)
				<u>\$ (5,470)</u>	
Use of Funds					
Police Department	100-20-52110-240-000	Repair & Maint Service-Vehicle	20,000	5,470	25,470
				<u>\$ 5,470</u>	
<i>To appropriate ins proceeds to repair police vehicle</i>					

General Fund

Department	Account Number	Account Name	Original Budget	Change	Amended Budget
Source of Funds:		Fund Balance Applied			
Fire	100-21-48400-000	Insurance Recoveries	(10,579)	(4,091)	(14,670)
				<u>\$ (4,091)</u>	
Use of Funds					
Fire Protection	100-21-52200-240-000	Repair & Maint Service-Vehicle	16,079	4,091	20,170
				<u>\$ 4,091</u>	

To appropriate ins proceeds to repair light tower

Park Segregated

Department	Account Number	Account Name	Original Budget	Change	Amended Budget
Source of Funds:		Fund Balance Applied			
Parks	870-52-49300-000	Fund Balance Applied	(83,250)	(1,500)	(84,750)
				<u>\$ (1,500)</u>	
Use of Funds					
Zoo	870-52-55410-300-000	Operating Expense	-	1,500	1,500
				<u>\$ 1,500</u>	

To appropriate FB for animal purchases

General Fund

Department	Account Number	Account Name	Original Budget	Change	Amended Budget
Source of Funds:		Fund Balance Applied			
Street Department	100-31-46390-000	Public Works Maint Charges	(4,000)	(1,225)	(5,225)
				<u>\$ (1,225)</u>	
Use of Funds					
Snow & Ice	100-31-53350-270-000	Special Services	2,000	1,225	3,225
				<u>\$ 1,225</u>	

To appropriate revenue for compliance snow removal

General Fund

Department	Account Number	Account Name	Original Budget	Change	Amended Budget
Source of Funds:		Fund Balance Applied			
Economic Development	100-15-49300-400	Fund Balance Applied-Marketing	(20,000)	(4,000)	(24,000)
				<u>\$ (4,000)</u>	
Use of Funds					
Economic Development	100-15-56710-290-400	Other Contracted Services-Desi	24,600	4,000	28,600
				<u>\$ 4,000</u>	

To appropriate designated funds for hotel study

General Fund

Department	Account Number	Account Name	Original Budget	^{23 of 48} Change	Amended Budget
Source of Funds:		Fund Balance Applied			
Recreation	100-53-46750-210	Swimming Pool - Daily Swim	(38,500.00)	38,500.00	-
Recreation	100-53-46750-220	Swimming Pool - Lessons	(18,000)	18,000	-
Recreation	100-53-46750-231	Swimming Pool - Water Aerobics	(3,000)	3,000	-
				<u>\$ 59,500</u>	
Use of Funds					
Pool	100-53-55420-120-210	Wages-Lifeguard	50,240	(50,240)	-
Pool	100-53-55420-120-220	Wages-Swimming Lessons	5,600	(5,600)	-
Pool	100-53-55420-130-000	Social Security	4,272	(4,272)	-
Pool	100-53-55420-215-231	Prof Services - Water Aerobics	1,700	(1,700)	-
Pool	100-53-55420-345-000	Chemicals	9,550	(9,550)	-
Pool	100-53-55420-346-000	Uniforms	939	(939)	-
Pool	100-53-55420-221-000	Water & Sewer	3,650	(2,450)	1,200
Pool	100-53-55420-222-000	Electricity	7,900	(6,550)	1,350
Pool	100-53-55420-223-000	Heat	4,250	(3,500)	750
Pool	100-53-55420-250-000	Repair & Maint Serv-Equipment	3,800	(2,300)	1,500
Pool	100-53-55420-280-000	Repair & Maint Serv-Facilities	8,500	(2,399)	6,101
Pool	100-53-55420-861-000	Facilities Improvements	-	30,000	30,000
				<u>\$ (59,500)</u>	

To unappropriate revenue - Closed for 2020

2nd Quarter Budget Amendments

Common Council approved the following 2020 Budget Amendments at their July 28, 2020 meeting:

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Department	Account Number	Account Name	Original Budget	Increase/ (Decrease)	Amended Budget
Economic Development	100-15-49300-400	Fund Balance Applied-Marketing	14,000	10,000	24,000
				\$ 10,000	
Economic Development	100-15-56710-290-400	Other Contracted Services-Desi	18,600	10,000	28,600
<i>To appropriate FB for Small Business Relief Fund</i>				\$ 10,000	
Fire	100-21-48400-000	Insurance Recoveries	12,781	1,889	14,670
				\$ 1,889	
Fire Protection	100-21-52200-240-000	Repair & Maint Service-Vehicle	18,281	1,889	20,170
<i>To appropriate insurance proceeds, 2018 Pierce E-3</i>				\$ 1,889	
Parks	100-52-46810-000	Timber Sales	-	4,242	4,242
				\$ 4,242	
ROW - Trees	100-52-53370-377-000	Trees, Seed, Sod	3,510	4,242	7,752
<i>To appropriate revenue from timber sales</i>				\$ 4,242	
General Government	100-10-48400-000	Insurance Recoveries	-	5,470	5,470
				\$ 5,470	
Police Department	100-20-52110-240-000	Repair & Maint Service-Vehicle	20,000	5,470	25,470
<i>To appropriate ins proceeds to repair police vehicle</i>				\$ 5,470	
Fire	100-21-48400-000	Insurance Recoveries	10,579	4,091	14,670
				\$ 4,091	
Fire Protection	100-21-52200-240-000	Repair & Maint Service-Vehicle	16,079	4,091	20,170
<i>To appropriate ins proceeds to repair light tower</i>				\$ 4,091	
Parks	870-52-49300-000	Fund Balance Applied	83,250	1,500	84,750
				\$ 1,500	
Zoo	870-52-55410-300-000	Operating Expense	-	1,500	1,500
<i>To appropriate FB for animal purchases</i>				\$ 1,500	
Street Department	100-31-46390-000	Public Works Maint Charges	4,000	1,225	5,225
				\$ 1,225	
Snow & Ice	100-31-53350-270-000	Special Services	2,000	1,225	3,225
<i>To appropriate revenue for compliance snow removal</i>				\$ 1,225	
Economic Development	100-15-49300-400	Fund Balance Applied-Marketing	20,000	4,000	24,000
				\$ 4,000	
Economic Development	100-15-56710-290-400	Other Contracted Services-Desi	24,600	4,000	28,600
<i>To appropriate designated funds for hotel study</i>				\$ 4,000	
Recreation	100-53-46750-210	Swimming Pool - Daily Swim	38,500	(38,500)	-
Recreation	100-53-46750-220	Swimming Pool - Lessons	18,000	(18,000)	-
Recreation	100-53-46750-231	Swimming Pool - Water Aerobics	3,000	(3,000)	-
				\$ (59,500)	
Pool	100-53-55420-120-210	Wages-Lifeguard	50,240	(50,240)	-
Pool	100-53-55420-120-220	Wages-Swimming Lessons	5,600	(5,600)	-
Pool	100-53-55420-130-000	Social Security	4,272	(4,272)	-
Pool	100-53-55420-215-231	Prof Services - Water Aerobics	1,700	(1,700)	-
Pool	100-53-55420-345-000	Chemicals	9,550	(9,550)	-
Pool	100-53-55420-346-000	Uniforms	939	(939)	-
Pool	100-53-55420-221-000	Water & Sewer	3,650	(2,450)	1,200
Pool	100-53-55420-222-000	Electricity	7,900	(6,550)	1,350
Pool	100-53-55420-223-000	Heat	4,250	(3,500)	750

2nd Quarter Budget Amendments

Common Council approved the following 2020 Budget Amendments at their July 28, 2020 meeting:

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Department	Account Number	Account Name	Original Budget	Increase/ (Decrease)	Amended Budget
Pool	100-53-55420-250-000	Repair & Maint Serv-Equipment	3,800	(2,300)	1,500
Pool	100-53-55420-280-000	Repair & Maint Serv-Facilities	8,500	(2,399)	6,101
Pool	100-53-55420-861-000	Facilities Improvements	-	30,000	30,000
<i>To approp General Fund Balance for Administrator recruitment</i>				\$ (59,500)	
			Net impact on all city-wide funds' budgets	\$ (27,083)	
			Net impact on City's General Fund Only	\$ (28,583)	

Published by the authority of the City of Baraboo.

Cynthia Haggard, Finance Director

CITY OF BARABOO

2nd Quarter Budgetary Transfers
Period: 4/30/2020 (04/20)Page: 1
Jul 20, 2020 11:21AM

Report Criteria:

Budget Level.Level = 4

Date	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
04/08/2020	BA 20-21 PD - To transfer for Omnigo Software (4 Months)	100-20-52110-110-000	Salaries		7,854.00-
04/08/2020	BA 20-21 PD - To transfer for Omnigo Software (4 Months)	100-20-52130-250-000	Repair & Maint Serv-Equipment	7,854.00	
05/07/2020	BA 20-24 PW-Transfer to cover budget overage	100-31-53270-350-000	Repair & Maint Materials	1,000.00	
05/07/2020	BA 20-24 PW-Transfer to cover budget overage	100-31-53270-260-000	Repair & Maint Serv-Buildings		1,000.00-
05/07/2020	BA 20-25 PW-Transfer for job opening ad	100-31-53230-210-000	Publishing	70.00	
05/07/2020	BA 20-25 PW-Transfer for job opening ad	100-31-53230-340-000	Operating Supplies		70.00-
05/07/2020	BA 20-27 FD-Transfer to cover overage annual siren maint	100-21-52500-250-000	Repair & Maint Serv-Equipment	250.00	
05/07/2020	BA 20-27 FD-Transfer to cover overage annual siren maint	100-21-52500-814-000	Equipment Purchases		250.00-
05/07/2020	BA 20-28 PK-Reduce zoo interns for vet expenses	100-52-55410-211-000	Veterinary Services	1,440.00	
05/07/2020	BA 20-28 PK-Reduce zoo interns for vet expenses	100-52-55410-120-000	Wages		1,440.00-
05/05/2020	BA 20-23 FIN To transfer for replacement counter printer	100-11-51500-340-000	Operating Supplies		479.00-
05/05/2020	BA 20-23 FIN To transfer for replacement counter printer	100-11-51500-392-000	Small Equipment Purchase	479.00	
05/27/2020	BA 20-30 AIR- 6 5/8" Rollers	630-35-53510-250-000	Repair & Maint Serv-Equipment		135.00-
05/27/2020	BA 20-30 AIR- 6 5/8" Rollers	630-35-53510-280-000	Repair & Maint Serv-Facilities	135.00	
05/07/2020	BA 20-29 PW-Use crackfill for Brush/Compost site regrade	100-31-53300-376-000	Crack Filler		10,000.00-
05/07/2020	BA 20-29 PW-Use crackfill for Brush/Compost site regrade	100-31-53300-290-000	Other Contracted Services	10,000.00	
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-60300-227-000	Streetlighting	220.00	
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-60300-340-000	Operating Supplies		15.00-
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-62600-227-000	Streetlighting	70.00	
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-62600-340-000	Operating Supplies		250.00-
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-63300-250-000	Repair & Maint Serv-Equipment	700.00	
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-66200-240-000	Repair & Maint Service-Vehicle	500.00	
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-66200-348-000	Gas. Diesel. Oil. Grease		500.00-
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-66500-227-000	Streetlighting	320.00	
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-66500-340-000	Operating Supplies		345.00-
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-67600-350-000	Repair & Maint Materials	1,300.00	
07/07/2020	BA 20-02 WA Trf funds to cover budget overages	970-37-95000-814-000	Equipment Purchase		2,000.00-
07/07/2020	BA 20-02 SE Trf funds to cover budget overages	960-36-82700-227-000	Streetlighting	70.00	
07/07/2020	BA 20-02 SE Trf funds to cover budget overages	960-36-82700-390-000	Other Supplies & Expense		70.00-
07/07/2020	BA 20-02 SE Trf funds to cover budget overages	960-36-84000-128-000	Merit Pay		2.00-
07/07/2020	BA 20-02 SE Trf funds to cover budget overages	960-36-84000-129-000	Longevity	2.00	
06/01/2020	BA 20-31 CNCL Transfer for Online Training for Alderpersons	100-10-51100-392-000	Small Equipment Purchase		630.00-
06/01/2020	BA 20-31 CNCL Transfer for Online Training for Alderpersons	100-10-51100-320-000	Publications. Training. Dues	630.00	
06/16/2020	BA 20-35 PK-Transfer for sand purchase	100-52-55200-280-000	Repair & Maint Serv-Facilities		234.00-
06/16/2020	BA 20-35 PK-Transfer for sand purchase	100-52-55200-375-000	Sand	234.00	
06/16/2020	BA 20-36 PW-Transfer for tool purchase	950-36-83100-340-000	Operating Supplies		743.00-
06/16/2020	BA 20-36 PW-Transfer for tool purchase	950-36-83100-392-000	Small Equipment Purchase	743.00	

CITY OF BARABOO

2nd Quarter Budgetary Transfers
Period: 6/30/2020 (06/20)Page: 2
Jul 20, 2020 11:21AM

Date	Payee or Description	Account Number	Account Title	Debit Amount	Credit Amount
06/17/2020	BA 20-37 PD-Transfer for increase in Lexis Nexis	100-20-52110-270-000	Special Services		1,500.00-
06/17/2020	BA 20-37 PD-Transfer for increase in Lexis Nexis	100-20-52120-270-000	Special Services	1,500.00	
06/17/2020	BA 20 38 PW-Transfer to cover CSC-R&M	100-31-53270-340-000	Operating Supplies		1,500.00-
06/17/2020	BA 20 38 PW-Transfer to cover CSC-R&M	100-31-53270-350-000	Repair & Maint Materials	1,500.00	
06/17/2020	BA 20 39 PW-Transfer for additional Garbage truck tires	100-31-53620-240-000	Repair & Maint Service-Vehicle		2,300.00-
06/17/2020	BA 20 39 PW-Transfer for additional Garbage truck tires	100-31-53620-341-000	Tires	2,300.00	
Grand Totals:				31,317.00	31,317.00-

Report Criteria:

Budget Level.Level = 4

NBR - 1

RESOLUTION NO. 2020-

Dated: July 28, 2020

The City of Baraboo, Wisconsin

Background

See attached memorandum dated July 28, 2020 from Mike Hardy, Parks, Recreation & Forestry Director regarding the Baraboo School District Facility Use Agreement.

Note: (✓one)	[x] Not Required	[] Budgeted Expenditure	[] Not
Budgeted			
Comments:			

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:

THAT, the City Administrator and the City Clerk are authorized to execute an agreement between the City of Baraboo and the Baraboo School District for the use of facilities owned by the City and the School District.

Offered by: Finance and Personnel Committee

Approved: _____

Motion:

Second:

Attest: _____

To: Finance Committee/City Council
From: Mike Hardy, Parks, Recreation & Forestry Director
Date: July 28, 2020
Re: Baraboo School District Facility Use Agreement

In an effort to preserve priority facility scheduling as well as avoid unnecessary charging of fees, we have been working with staff at the Baraboo School District to draft an agreement for shared use of recreational facilities. While the school district has used Mary Rountree Evans Parks for baseball and Pierce Park for softball for years, and the City has used the High School and Middle School gymnasiums and High School outdoor track for years – there has never been a formal written agreement between both parties.

The City has always given the School District priority scheduling of the baseball and softball fields every spring to allow use for games and practices at no cost to the district. The school district preps and lines the fields daily with their own staff and provides their own materials to maintain the fields (diamond dry, marking chalk, etc.) Costs to the city are minimal (restroom supplies – toilet paper, minor water use, minor electric use).

Likewise, the School District has always given the City Parks and Recreation Department priority scheduling of the Middle School and High School gymnasiums every winter to allow for adult basketball and volleyball leagues and the High School track for summer youth track programs at no cost to the City. The City provides staff supervision and equipment needed to run the programs. Costs to the School District are minimal (restroom supplies – toilet paper, minor water use, minor electric use).

The Parks and Recreation Department is pursuing a formal agreement to preserve the arrangement allowing for priority scheduling with no fees to allow each organization more efficient use of taxpayer facilities while providing maximum recreational opportunities for residents while avoiding additional fees and protecting each side from liability concerns while easing the scheduling process.

The School District has been asked to provide input into the draft and City Attorney Truman has drafted an agreement which has been recommended for approval by the Parks and Recreation Commission at their July 13, 2020 regular meeting by unanimous vote. The School District has also sent the draft through its Committees and the draft will be taken up by the School Board before the school year starts. Initial reaction to the draft agreement by the district's Property Committee was favorable.

As this agreement seeks to maintain existing Facility Use levels and responsibilities, no impact to the budget is expected. The agreement allows for continued cooperative relationship between the School District and City Parks and Recreation Department, which has been very good for many years.

RESOLUTION NO. 2020 -

Dated: July 28, 2020

The City of Baraboo, Wisconsin

Background: The 2020 Budget includes \$289,000 for the purchase of a new Self Contained Breathing Apparatus (SCBA), Supplied Air Respirators (SARs) and associated equipment.

Additionally, the air storage tanks and appropriate hoses/connection will be upgraded on our mobile air supply/cascade system with this budget. These will be two separate purchases.

The upgrade in SCBA and associated equipment provides the latest technology and an increase in our breathing air capacity on the new SCBA.

Two different brands of SCBA were evaluated. These two brands, MSA and Scott, are the leading manufacturers of SCBA and our widely used in this region. We currently have Scott SCBA.

Asst. Chief Mark Willer led the evaluation process and his report is attached. A spreadsheet outlining the associated costs for the purchase is also attached. Recommendation from group evaluating is to purchase MSA G1 SCBAs.

Fiscal Note: (☒ one) ☐ Not Required ☒ Budgeted Expenditure ☐ Not Budgeted
Comments

Funds from the sale used SCBA equipment will be used to supplement Fire Department Capital Equipment Fund.

Resolved, by the Common Council of the City of Baraboo, Sauk County, Wisconsin:


THAT the Fire Chief is authorized to purchase 32 MSA G1 Self Contained Breathing Apparatus (SCBA), spare bottles, face pieces, supplied air respirators, rapid intervention team packs and associated equipment from 5 Alarm Fire & Equipment, LLC for the amount of \$280,134.

FURTHER all other bids/price quotes are rejected.

Offered by: Finance**Motion:****Second:****Approved:** _____**Attest:** _____



Finance Department Memorandum

To: Ed Geick, Interim City Administrator
From: Cynthia Haggard, Finance Director, 
Date: July 28, 2020
Re: June 30, 2020 General Fund Financial Highlights

Includes General Fund, General Debt Service and Capital Projects

Revenues

At the end of the 2nd quarter, revenues are generally expected to be 50% of the 2020 budget. However, due to the nature of our operations, revenues trend differently. If revenues are less than 50%, the report highlights them in yellow. In those instances, a comment is provided to offer assertions, rationalizations, concerns or passes due to insignificance.

Revenues are overall 54.58% of budget (**Favorable**)

Expenditures

At the end of the 2nd quarter, expenditures are generally expected to be 50% of the 2020 budget. However, due to the nature of our operations, expenditures trend differently. If expenditures are greater than 50%, the report highlights them in yellow. In those instances, a comment is provided to offer assertions, rationalizations, concerns or passes due to insignificance.

Expenditures are overall 40.53% of budget (**Favorable**)

Summary

Total Revenues:	\$10,637,402
Total Expenditures:	<u>\$ 7,899,931</u>
Net revenues over expenditures:	<u>\$ 2,737,471</u>

City of Baraboo
2nd Quarter Financial Report-Revenues
June 30, 2020

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Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service							
	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
<u>General Government</u>							
General Government	General Property Taxes	6,976,687	-	6,976,687	6,976,687	100.00	
General Government	Omitted Taxes	-	-	-	-	-	Pass
General Government	Mobile Home Fees	96,024	-	96,024	41,950	43.69	Tyler Technologies is responsible for submitting invoices to Sterling Properties (Blackhawk Manor) monthly. An invoice was not sent out for March, and we haven't received May and June's payment. We project a deficit of \$1K by year end.
General Government	Managed Forest Land Tax	139	-	139	3	2.30	We typically receive these funds in August. We have not received notification regarding any adjustments to the timeline or payments.
General Government	Taxes from Utilities	324,500	-	324,500	-	-	We typically receive this payment in December. We have not received notification from the State regarding any adjustments to the timeline or payments.
General Government	Tax from Other Tax Exempt Enti	64,350	-	64,350	25,174	39.12	Village Square Apartments and Highpointe Commons have paid. Corson Square and Donahue typically booked at year end. Roughly 39 percent is reasonable.
General Government	State Shared Taxes	1,735,844	-	1,735,844	-	-	State shared aid is typically received in two payments. One in July; the other in November. We have not received notification from the State regarding any adjustments to the timeline or payments.
General Government	Personal Property Aid	57,802	-	57,802	57,802	100.00	
General Government	Exempt Computer Aid	48,371	-	48,371	-	-	Exempt Computer Aid is typically received in July. We have not received notification from the State regarding any adjustments to the timeline or payments.
General Government	Video Service Provider Aid	15,918	-	15,918	-	-	First year for this revenue
General Government	Medicaid portion of State Aid	-	-	-	-	-	Pass
General Government	Local Transportation Aid	716,976	-	716,976	358,002	49.93	Local Transportation Aid is received on a quarterly basis. Assuming all quarterly payments are level, there will be a deficit of roughly \$972 by year end.

City of Baraboo
2nd Quarter Financial Report-Revenues
June 30, 2020

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Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
General Government	Connecting Highway Aids	70,460	-	70,460	35,230	50.00	
General Government	Payment for Municipal Services	106,667	-	106,667	106,465	99.81	
General Government	Other Local Govt Grants	7,000	-	7,000	-	-	CVMIC grants are available to the City. The \$5K grant is anticipated and typically paid after September. The \$2K grant takes a little more work to receive and is competitive. There is a chance we will not see the \$2K by year end.
General Government	Liquor & Malt Beverage License	22,200	-	22,200	21,162	95.32	COVID: The majority of revenue is received after 1st quarter. Deficit anticipated by year end of \$1,038
General Government	Operator License (Bartender)	13,150	-	13,150	4,621	35.14	COVID: We are seeing a decline in licenses with restaurants and bars being closed during 2nd quarter due to the COVID pandemic. However, the Clerk anticipates a slight increase in July dependent upon establishments reopening.
General Government	Cigarette License	1,400	-	1,400	1,100	78.57	Revenues typically occur after April 1st. Anticipate a deficit of \$300 by year end
General Government	Cable Television License	143,282	-	143,282	35,755	24.95	Charter Communications TV franchise fee is received quarterly. \$4K less compared to this time last year. May see a deficit of \$262 by year end.
General Government	Mobile Home Park License	1,580	-	1,580	1,580	100.00	
General Government	Taxi License	90	-	90	80	88.89	There are only 8 Baraboo Transit vehicles. Rickshaw - Baraboo Tours has not paid yet. A deficit of \$10 is anticipated by year end.
General Government	Weights & Measures License	5,410	-	5,410	420	7.76	The application fees and license fees are in this account. License fees are typically received in November each year. 8% is reasonable.
General Government	Electrical License	-	-	-	-	-	Pass
General Government	Miscellaneous License	3,060	-	3,060	1,288	42.08	Chicken, events, street use, right of way & second hand dealer licenses are in this account. This account is in line with prior year 2nd Quarter, 42% is reasonable.
General Government	Court Fines & Forfeitures	50,000	-	50,000	28,754	57.51	

City of Baraboo
2nd Quarter Financial Report-Revenues
June 30, 2020

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Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service							
	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
General Government	Sale of Maps & Supplies	100	-	100	1	0.74	Pass
General Government	Publication Fee	950	-	950	775	81.58	
General Government	Other General Government	1,350	-	1,350	677	50.15	
General Government	Intergov Charges (Loc Gov)	2,000	-	2,000	2,000	100.00	
General Government	Contributions from Ambulance	43,700	-	43,700	21,854	50.01	
General Government	Interest from TIFs	180	-	180	-	-	A journal entry is typically entered at year end for this amount.
General Government	Other Dividend Interest Inc	4,000	-	4,000	219	5.48	Rebates and Cooperative Dividends are in this line. Activity is based on spending. Anticipate a deficit of roughly \$3K by year end.
General Government	Rents and Leases	26,467	-	26,467	8,371	31.63	Anticipate \$16,742 for tower rent by year end. We will see a budget deficit by year end of roughly \$10K.
General Government	Rental of Property	1,525	-	1,525	1,525	100.00	
General Government	Sale of Assets	-	-	-	-	-	Pass
General Government	Sale of Property	-	-	-	700	700.00	
General Government	Insurance Recoveries	-	5,470	5,470	6,670	121.94	
General Government	Donations and Contributions	-	-	-	-	-	Pass
General Government	Purchase Card Rebate	11,000	-	11,000	6,912	62.84	
General Government	Insurance Premium Refund/Adj	25,000	-	25,000	2,562	10.25	A Workers Comp audit will be performed in December. Last year we realized a \$22K refund. We hope to realize the same this year. We received a \$3K dividend from CVMIC in the 1st Quarter, this year. Roughly 10% is reasonable.
General Government	Refund of Prior Years Expense	-	-	-	537	536.54	
General Government	Proceeds from Notes	117,000	-	117,000	-	-	Pass
General Government	Transfer from Debt Service	-	-	-	-	-	Pass
General Government	Transfer from TIF	-	-	-	-	-	Pass
General Government	Transfer from Capital Projects	-	-	-	-	-	Pass
General Government	Transfer from Land Development	-	-	-	-	-	Pass
General Government	Transfer from Capital Equip	-	-	-	-	-	Pass
General Government	Transfer from Airport Operatng	-	-	-	-	-	Pass
General Government	Transfer from Alma Waite	-	-	-	-	-	Pass
General Government	Transfer from TIF Incentive	-	-	-	-	-	Pass
General Government	Fund Balance Applied	628,504	43,732	672,236	-	-	Planned spenddown of fund balance to be realized at year end, if needed.

City of Baraboo

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2nd Quarter Financial Report-Revenues

June 30, 2020

Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service							
	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
General Government	Fund Balance Applied-Designate	39,897	-	39,897	-	-	Planned spenddown of fund balance to be realized at year end, if needed.
General Government	General Property Taxes	1,740,437	-	1,740,437	1,740,437	100.00	
General Government	Contributions from Utilities	393,288	-	393,288	40,700	10.35	Fully anticipated by year end.
General Government	Interest from Utilities	-	-	-	-	-	Pass
General Government	Transfers	1,110,648	-	1,110,648	-	-	Fully anticipated by year end.
General Government	General Property Taxes	72,200	-	72,200	72,200	100.00	
General Government	State Development Grant	-	-	-	-	-	Pass
General Government	Intergov Charges (Loc Gov)	-	-	-	-	-	Pass
General Government	Sale of Assets	-	-	-	-	-	Pass
General Government	Transfers	2,432,178	59,196	2,491,374	-	-	Fully anticipated by year end.
General Government	Sale of Assets	1,485	-	1,485	1,288	86.70	
General Government	Transfers	173,253	-	173,253	-	-	Fully anticipated by year end.
General Government Total		17,286,072	108,398	17,394,470	9,603,500	55.21	

Finance Department

							COVID: The City receives quarterly room tax at the end of the month following each quarter. A \$5K deficit is anticipated by year end.
Finance	Room Tax	10,000	-	10,000	3,046	30.46	
Finance	Interest & Penalties on Taxes	500	-	500	23,673	4,734.66	
Finance	Dog & Cat License	10,000	-	10,000	7,849	78.49	
Finance	Pet License Late Fees	850	-	850	1,061	124.82	
							This revenue has two main sources. Fees that are paid up front and fees that are part of a quarterly billing. The revenue for 1st quarter was in line with prior year. 2nd quarter is lagging by roughly \$2K.
Finance	Special Assessment Letter Fees	6,500	-	6,500	2,800	43.08	
Finance	Other General Government	800	-	800	298	37.26	Pass
Finance	Contributions from Sewer	11,735	-	11,735	11,735	100.00	Fully anticipated by year end.
Finance	Contributions from Water	11,735	-	11,735	11,735	100.00	Fully anticipated by year end.
Finance	Contributions from Stormwater	11,735	-	11,735	11,735	100.00	
							COVID: Interest has been impacted by the substantial decrease in rates attributed to COVID pandemic. The interest projection as of 2nd Quarter to year end is roughly \$120K, or a roughly \$60K budget deficit.
Finance	Interest on Investments	180,200	-	180,200	58,817	32.64	

City of Baraboo
2nd Quarter Financial Report-Revenues
June 30, 2020

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Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service		12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
Finance	Interest on Special Assessment	50	-	50	239	477.24	
Finance	Interest on A/R	1,200	-	1,200	910	75.80	
Finance Department Total		245,305	-	245,305	133,898	54.58	
<u>City Attorney</u>							
City Attorney	Attorney Fees	19,350	-	19,350	19,350	100.00	
City Attorney Total		19,350	-	19,350	19,350	100.00	
<u>City Administrator</u>							
City Administrator	Planning Grant	-	-	-	-	-	Pass
City Administrator	Development Review Fees	-	-	-	70	70.00	
City Administrator	Fund Balance Applied	-	-	-	-	-	Pass
City Administrator Total		-	-	-	70	-	
<u>Economic Development</u>							
Economic Development	Intergov Charges (Loc Gov)	-	-	-	-	-	Pass
Economic Development	Transfer from Land Development	-	-	-	-	-	Pass
Economic Development	Fund Balance Applied-Marketing	10,000	14,000	24,000	-	-	This source of revenue comes from restricted funds and represents a spenddown of that reserve. Pass.
Economic Development Total		10,000	14,000	24,000	-	-	
<u>Police Department</u>							
Police	Police Grant - COPS Grant	-	-	-	-	-	Pass
Police	Police Training	4,300	-	4,300	-	-	Fully anticipated by year end.
Police	Police Grant	17,900	2,500	20,400	7,222	35.40	Police participation in grants is part of a taskforce approach with other county entities. The Chief indicates we are fine through June. Since the State runs on a different budget cycle, there is a little uncertainty (offset by PD OT reduction).
Police	Bicycle License	-	-	-	-	-	Pass
Police	Parking Violations	34,000	-	34,000	18,237	53.64	

City of Baraboo
2nd Quarter Financial Report-Revenues
June 30, 2020

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Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service							
	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
Police	Police Fees	1,200	-	1,200	28	2.31	The Chief is uncertain about this revenue being able to meet budget by year end. The fees are derived from record requests. The record requests are now digital, which has a negative impact on revenue for there is no charge for digital.
Police	Transport Services	12,000	-	12,000	3,786	31.55	COVID: Transport of mental commitments is down due to COVID 19. The Chief anticipates seeing an increase in this line by year end. Any reduction to this line is offset by a reduction in cost. 32% is reasonable.
Police	Sale of Assets	5,000	-	5,000	7,808	156.16	
Police	Donations and Contributions	-	-	-	-	-	Pass
Police	Fund Balance Applied	-	-	-	-	-	Pass
Police	Donations - Designated	-	1,310	1,310	200	15.27	Fully anticipated by year end.
Police	Fund Bal Applied-Desig Bike	-	-	-	-	-	Pass
Police	Canine Unit Contributions	14,250	-	14,250	180	1.26	The Chief still anticipates receiving donations this year. 1% is reasonable.
Police	Donations-Designate Prop/Equip	-	2,540	2,540	-	-	Fully anticipated by year end.
PS/Admin Building	Transfers	-	-	-	-	-	Pass
Police Department Total		88,650	6,350	95,000	37,461	39.43	

Fire Department

Fire	Fire Insurance Tax (2% Dues)	61,388	-	61,388	-	-	The payments are not expected to be received until July, 2020. We anticipate a slight deficit of roughly \$2K by year end.
Fire	Fire Grant	-	-	-	-	-	Pass
Fire	Emergency Mgmt Grant	-	-	-	-	-	Pass
Fire	DNR Grant	600	-	600	923	153.75	
Fire	Fire Dept Fees	300	-	300	1,771	590.40	
Fire	Weather Radios	75	-	75	51	68.24	
Fire	Fire Rescue Fees	1,186	-	1,186	-	-	The City Attorney and Fire Chief have drafted an Ordinance that must first go to the Public Safety Commission and then to Finance/Council for approval. We anticipate receipt by year end.
Fire	Intergov Charge (Fire)	208,296	-	208,296	106,522	51.14	

2nd Quarter Financial Report-Revenues

June 30, 2020

Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service		12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
Fire	Sale of Assets	300	-	300	175	58.33	
Fire	Insurance Recoveries	3,500	11,170	14,670	14,586	99.43	
Fire	Transfer from Fire Equipment	-	-	-	-	-	Pass
Fire	Transfer from Capital Equip	-	-	-	-	-	Pass
Fire	Donations - Designated	-	-	-	4,610	4,610.00	This amount is restricted and will not be used for operating shortages.
Fire	Transfer from PS Impact	-	-	-	-	-	Pass
Fire Department Total		275,645	11,170	286,815	128,638	44.85	
<u>Inspection & Zoning</u>							
Inspection & Zoning	Building Permit	50,000	-	50,000	58,986	117.97	
Inspection & Zoning	Zoning/Cond Use/Variance	3,000	-	3,000	1,150	38.33	Pass
Inspection & Zoning	Inspection Fees	-	-	-	-	-	Pass
Inspection & Zoning Total		53,000	-	53,000	60,136	113.46	
<u>Engineering</u>							
Engineering	Local Road Improvements	-	-	-	-	-	Pass
Engineering	Excavating Permit	5,000	-	5,000	3,800	76.00	Activity is not realized until summer months.
Engineering	Sale of Maps & Supplies	-	-	-	10	9.53	Pass
Engineering	Engineering Fees	5,000	-	5,000	1,471	29.42	Fully anticipated by year end.
Engineering	Local Road Improvements	-	-	-	-	-	Pass
Engineering	Curb & Gutter Assessment	28,287	-	28,287	6,375	22.54	Reasonable
Engineering	Urban Development	-	-	-	-	-	Pass
Engineering Total		38,287	-	38,287	11,656	30.44	
<u>Public Works</u>							
Street Department	Recycling Grant	35,000	-	35,000	35,123	100.35	Fees were not anticipated to begin until May. The budget was based on fees beginning in March. \$37K deficit anticipated by year end.
Street Department	Vehicle Registration Fee	187,500	-	187,500	29,645	15.81	
Street Department	Public Works Maint Charges	4,000	1,225	5,225	7,060	135.12	
Street Department	Sale of Garbage Carts	6,000	-	6,000	5,414	90.23	
Street Department	Sale of Assets	5,500	-	5,500	7,200	130.91	
Street Department	Sale of Recyclables	1,000	-	1,000	1,719	171.86	
Street Department	Transfer from Capital Projects	-	-	-	-	-	Pass
Public Works	Sale of Assets	-	-	-	-	-	Pass
Public Works Total		239,000	1,225	240,225	86,161	35.87	

City of Baraboo
2nd Quarter Financial Report-Revenues
June 30, 2020

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Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service							
	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
<u>Library</u>							
Library	Library Grant	525	-	525	-	-	Director anticipates receiving this grant in June.
Library	Sauk County Library Aid	303,855	-	303,855	304,228	100.12	
							COVID: The Director indicates that the COVID pandemic has had an impact with this revenue. Now that the Library has curbside service, revenue will resume, but at year end may result in deficit. Anticipate a deficit of roughly \$12K
Library	Library	27,000	-	27,000	7,131	26.41	
Library	Donations and Contributions	-	-	-	-	-	Pass
Library	Transfer from Lib Seg	-	-	-	-	-	Pass
Library	Fund Balance Applied-Surplus	-	-	-	-	-	Pass
	Library Total	331,380	-	331,380	311,359	93.96	
<u>Parks</u>							
Parks	Forestry Grant	-	5,500	5,500	-	-	We will have this grant by year end.
Parks	DNR Grant	-	-	-	-	-	Pass
							Refunds due to COVID have caused a decline in this revenue. Director is cutting back on expenses to offset the decrease in revenue.
Parks	Parks	10,800	-	10,800	2,145	19.86	
Parks	Dog Park Fees	5,300	-	5,300	2,436	45.96	COVID: Anticipate deficit of roughly \$2K by year end.
							COVID: Concessions typically show activity in the 2nd Quarter. This account is lagging behind compared to this time last year by roughly \$2K.
Parks	Zoo Concessions	5,650	-	5,650	-	-	
Parks	Timber Sales	-	4,242	4,242	4,242	100.00	
Parks	Rents and Leases	61,000	-	61,000	30,434	49.89	Pass
Parks	Sale of Assets	-	-	-	30	30.00	Pass
Parks	Donations and Contributions	-	-	-	-	-	Pass
Parks	Transfer from Park Dev/Impact	-	-	-	-	-	Pass
							City Treasurer to make entry before year end.
Parks	Transfer from Capital Equip	12,500	-	12,500	3,456	27.65	
Parks	Transfer from Alma Waite	4,500	-	4,500	4,500	100.00	

City of Baraboo
2nd Quarter Financial Report-Revenues
June 30, 2020

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Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service		12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
	Function						
Parks	Transfer from Park Segregated	-	5,500	5,500	-	-	Funds to be transferred upon receipt of the \$5,500 forestry grant as local share. Should be realized by year end.
Parks	DNR Grant	-	186,183	186,183	-	-	River walk Bridge Project (Notice from grant in Fall) and Kayak launch project (Notice from grant in Fall)
Parks	Sale of Assets	-	157,798	157,798	141,548	89.70	
Parks	Fund Balance Applied	33,000	202,177	235,177	33,000	14.03	Transfer from restricted fund balance and debt proceeds to happen upon completion of the River walk Bridge Project and Kayak launch
	Parks Total	132,750	561,400	694,150	221,791	31.95	
Recreation							
Recreation	Contributions - Senior program	-	-	-	-	-	Pass
Recreation	Swimming Pool	59,500	(59,500)	-	-	-	COVID: Swimming Pool pass sales are typically not realized until June. However, with the COVID pandemic, the Pool may remain closed. Director indicates the lack of revenues will be offset by a decline in the related expenses.
Recreation	Recreation	54,370	-	54,370	18,262	33.59	COVID: Normally 75% of programs are during the summer. Director anticipates a decline due to the COVID pandemic, but will be offset by related expenses. Anticipated deficit of roughly \$30K by year end.
Recreation	Weight Room	13,000	-	13,000	4,411	33.93	COVID: The gym was closed and membership is down. Anticipate deficit of roughly \$5K by year end.
Recreation	Vending Machines	1,040	-	1,040	712	68.48	
	Recreation Total	127,910	(59,500)	68,410	23,385	34.18	
	Total Revenues	18,847,349	643,043	19,490,392	10,637,402	54.58	

City of Baraboo
2nd Quarter Financial Report-Expenditures
June 30, 2020

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Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service		12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
<u>General Government</u>							
General Fund	Council	39,643	-	39,643	19,505	49.20	
General Fund	Mayor	14,345	-	14,345	5,958	41.54	
General Fund	Data Processing	121,266	-	121,266	37,046	30.55	
General Fund	Ambulance	324,621	-	324,621	162,311	50.00	
General Fund	Airport	39,897	-	39,897	39,897	100.00	The City pays 1 lump sum amount during 1st quarter. 100% is reasonable.
General Fund	Cemetery	29,000	-	29,000	29,000	100.00	The City pays 1 lump sum amount during 1st quarter. 100% is reasonable.
General Fund	Cultural Expense	-	-	-	-	-	
							American Legion flags are paid and no other expenditures anticipated. 77% is reasonable. Anticipated budget surplus of roughly \$300 by year end.
General Fund	Celebrations & Entertainment	1,530	-	1,530	1,181	77.16	
General Fund	Cable TV	30,000	-	30,000	12,500	41.67	
General Fund	UW Campus	60,000	-	60,000	60,000	100.00	The City pays 1 lump sum amount during 1st quarter. 100% is reasonable.
General Fund	CDA Commission	662	-	662	388	58.54	Insignificant, Pass
General Fund	Sauk County Development	10,000	-	10,000	10,000	100.00	The City pays 1 lump sum amount during 1st quarter. 100% is reasonable.
General Fund	Pink Lady Rail Commission	500	-	500	500	100.00	The City pays 1 lump sum amount during 1st quarter. 100% is reasonable.
General Fund	Contingency	126,757	-	126,757	-	-	
General Fund	Transfer to Debt Service	-	-	-	-	-	
General Fund	Transfer to TIF	-	-	-	-	-	
General Fund	Transfer to Capital Projects	-	5,400	5,400	-	-	
Debt Service	Principal on Notes	3,244,373	-	3,244,373	1,472,653	45.39	
Capital Projects	Principal on Notes	-	-	-	-	-	
Capital Projects	Debt Issuance Costs	-	-	-	-	-	
Capital Projects	Transfer to Debt Service	-	-	-	-	-	
Special Assessment Projects	General Government	-	-	-	-	-	
Special Assessment Projects	General Government	-	-	-	-	-	
General Government Total		4,042,594	5,400	4,047,994	1,850,939	45.72	
<u>Finance Department</u>							
General Fund	City Clerk	101,365	-	101,365	48,117	47.47	

City of Baraboo
2nd Quarter Financial Report-Expenditures
June 30, 2020

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Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service		12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
	Function						
General Fund	Elections	103,352	-	103,352	55,012	53.23	Electronic Poll Books were purchased during the 1st quarter for \$22,704 and accounts for the overage for 1st quarter. Should level out by year end. Roughly 53% is reasonable.
General Fund	Finance	287,398	-	287,398	121,969	42.44	
General Fund	Independent Auditing	47,200	-	47,200	20,370	43.16	
General Fund	City Treasurer	101,062	-	101,062	46,378	45.89	
General Fund	Assessment	69,669	-	69,669	32,257	46.30	
General Fund	Municipal Bldg	-	-	-	-	-	
General Fund	Municipal Building	188,998	-	188,998	91,606	48.47	
General Fund	Other General Government	3,256	-	3,256	3,256	99.99	League of Wisconsin membership dues paid in lump sum during the 1st quarter. 100% is reasonable.
General Fund	Illegal Taxes, Tax Refund	863	-	863	1,418	164.27	932 Ellis Avenue property tax correction. No others anticipated at this time. Budget overrun of roughly \$600 anticipated at year end.
General Fund	Property Insurance	3,817	-	3,817	20,763	543.97	Property insurance is paid from this account during 1st quarter and is allocated to respective departments by 3rd Quarter. 100% of insurance was budgeted at \$98,280. The actual expense of \$97,978 is below budget. This line is reasonable.
General Fund	Liability Insurance	14,682	-	14,682	4,401	29.97	
General Fund	Worker's Compensation	30,945	-	30,945	12,254	39.60	
General Fund	Sealer of Weights & Measures	4,400	-	4,400	4,400	100.00	The annual fee is paid in May. 100% is reasonable.
General Fund	Taxi Transportation	5,000	-	5,000	-	-	
Capital Projects	PS/Admin Building	528,298	-	528,298	365,190	69.13	USDA payments to CDA during 1st quarter. 70% is reasonable.
Capital Projects	PS/Admin Building	-	-	-	-	-	
Finance Department Total		1,490,305	-	1,490,305	827,390	55.52	
City Attorney							
General Fund	City Attorney	138,031	-	138,031	55,478	40.19	
City Attorney Total		138,031	-	138,031	55,478	40.19	

City of Baraboo
2nd Quarter Financial Report-Expenditures
June 30, 2020

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Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service							
	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
<u>City Administrator</u>							
General Fund	Administration	213,514	-	213,514	112,803	52.83	Previous City Administrator payout attributed to budget overrun. May have to apply roughly \$10K fund balance by year end.
General Fund	Personnel/Safety	5,650	-	5,650	2,961	52.41	Personnel testing and lab expense activity in 1st quarter and should level out by year end.
General Fund	Planning	5,707	-	5,707	767	13.44	52% is reasonable.
City Administrator Total		224,871	-	224,871	116,531	51.82	
<u>Economic Development</u>							
General Fund	Economic Development	77,684	8,600	86,284	44,811	51.93	Gov Office Website Upgrade annual payment \$4,325, Chamber of Commerce JEM Marketing annual contribution of \$10K & Small Business Relief \$10K and Hotel Feasibility Study \$4K.
Economic Development Total		77,684	8,600	86,284	44,811	51.93	52% is reasonable.
<u>Police Department</u>							
General Fund	Police Department	3,024,405	2,466	3,026,871	1,356,956	44.83	
General Fund	Departmental Services	627,192	1,500	628,692	277,409	44.12	
General Fund	Records & Support	323,626	19,454	343,080	153,768	44.82	
General Fund	Canine Unit	14,250	-	14,250	-	-	
General Fund	Animal Control	2,250	-	2,250	323	14.35	
Capital Projects	Police Department	-	-	-	-	-	
Police Department Total		3,991,723	23,420	4,015,143	1,788,456	44.54	
<u>Fire Department</u>							
General Fund	Fire Station	122,359	-	122,359	16,099	13.16	BDAS to reimburse a portion of the total Alliant Energy bill. City sends invoices July and December. 95% is reasonable.
General Fund	Alma Waite Annex	1,900	-	1,900	1,805	95.00	
General Fund	Fire Protection	709,980	20,848	730,828	329,908	45.14	
General Fund	Hydrant Rental	289,307	-	289,307	-	-	
General Fund	Emergency Management	8,112	-	8,112	2,220	27.37	
General Fund	Transfer to Capital Fund	20,000	-	20,000	-	-	
Capital Projects	Fire Protection	-	-	-	-	-	
Capital Projects	Fire Station	423,000	-	423,000	-	-	

City of Baraboo
2nd Quarter Financial Report-Expenditures
June 30, 2020

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Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service	Function	12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
Capital Projects	Public Safety Building- Fire	600,000	-	600,000	-	-	
	Fire Department Total	2,174,658	20,848	2,195,506	350,032	15.94	

Inspection & Zoning

General Fund	Building Inspection	73,954	-	73,954	46,684	63.13	MSA at \$10K and IWORQ Systems annual permit management fee at \$4K. 63% is reasonable.
General Fund	Zoning	802	-	802	25	3.08	
	Inspection & Zoning Total	74,756	-	74,756	46,709	62.48	

Engineering

General Fund	Mapping & Engineering Support	220,657	-	220,657	80,976	36.70	
General Fund	Bridges	1,500	-	1,500	-	-	
General Fund	Sidewalk Repair	58,146	-	58,146	41,318	71.06	Projects underway in May and June. 71% is reasonable.
General Fund	Railroad Repairs	-	-	-	-	-	
General Fund	New Streets - Aidable	16,579	-	16,579	1,931	11.64	
General Fund	New Sidewalks	4,646	-	4,646	2,770	59.61	Payroll and benefits running a little high 2nd quarter. Should level out as year progresses. Roughly 60% is reasonable.
Capital Projects	Bridges	-	-	-	-	-	
Capital Projects	Railroad Repairs	-	-	-	-	-	
Capital Projects	New Streets - Aidable	814,200	-	814,200	89,645	11.01	
Capital Projects	New Sidewalk	-	-	-	-	-	
Capital Projects	Transfer to Capital Projects	6,880	-	6,880	-	-	
Special Assessment Projects	Sidewalk Repair	-	-	-	-	-	
Special Assessment Projects	New Streets - Aidable	160,000	-	160,000	-	-	
Special Assessment Projects	New Curb & Gutter	-	-	-	-	-	
Special Assessment Projects	New Sidewalk	43,025	-	43,025	-	-	
	Engineering Total	1,325,633	-	1,325,633	216,639	16.34	

Public Works

General Fund	Storage Buildings	37,826	-	37,826	6,567	17.36	
General Fund	PW Operations	421,569	-	421,569	188,800	44.79	
General Fund	Machinery & Equipment	443,692	721	444,413	115,251	25.93	

City of Baraboo
2nd Quarter Financial Report-Expenditures
June 30, 2020

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Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service		12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
Function							
							Repairs and maintenance Door 8 \$5K, vehicle inspection \$1K. Do not foresee budget overrun at year end. 54% is reasonable.
General Fund	City Services Facility	115,461	-	115,461	61,950	53.65	
General Fund	Street Maintenance	367,973	-	367,973	112,479	30.57	
General Fund	Alleys	75,211	-	75,211	4,196	5.58	
General Fund	Snow & Ice	313,711	8,073	321,784	163,803	50.90	Pass
General Fund	Trees and Brush	95,558	-	95,558	44,251	46.31	
General Fund	Street Lighting	-	-	-	-	-	
General Fund	Parking Lots	6,583	-	6,583	695	10.56	
General Fund	Garbage & Refuse	128,146	-	128,146	57,985	45.25	
General Fund	Solid Waste Disposal	205,000	-	205,000	90,529	44.16	
General Fund	Recycling	113,799	-	113,799	46,995	41.30	
General Fund	Weeds	11,050	-	11,050	495	4.48	
General Fund	Compost	38,730	-	38,730	23,767	61.37	
General Fund	Transfer to Capital Funds	100,000	-	100,000	-	-	
Capital Projects	PW-Machinery & Equipment	-	-	-	-	-	
Capital Projects	City Services Center	-	-	-	-	-	
Capital Projects	Street Maintenance	-	-	-	-	-	
Capital Projects	Street Maintenance	-	-	-	-	-	
Capital Projects	Parking Lots	-	-	-	-	-	
Public Works Total		2,474,309	8,794	2,483,103	917,763	36.96	

Library

General Fund	Library	951,922	-	951,922	435,635	45.76	
Library Total		951,922	-	951,922	435,635	45.76	

Parks

General Fund	ROW - Trees	112,951	4,242	117,193	58,061	49.54	
General Fund	Civic Center	323,999	(11,910)	312,089	124,430	39.87	
General Fund	Parks	592,543	12,795	605,338	266,498	44.02	
General Fund	Zoo	260,094	25,000	285,094	100,987	35.42	
General Fund	Forestry	139,563	-	139,563	75,130	53.83	50% Purchase of Wood chipper shared with PW. 54% is reasonable.
Capital Projects	Civic Center	-	-	-	-	-	
Capital Projects	Parks	165,000	605,354	770,354	566,908	73.59	River walk project roughly \$560; Kayak Launch roughly \$7K. 74% to date is reasonable.

City of Baraboo
2nd Quarter Financial Report-Expenditures
June 30, 2020

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Funds: 100, General Fund; 430, Capital Projects; 432, Special Assessment Projects; 300, Debt Service		12/31/2020 Original Budget	Budget Adjustment Increase/ (Decrease)	12/31/2020 Total Budget	06/30/2020 Actual	% of Budget Should be 50	Comment
Capital Projects	Zoo	-	-	-	-	-	
	Parks Total	1,594,150	635,481	2,229,631	1,192,014	53.46	
<u>Recreation</u>							
General Fund	Recreation	177,632	-	177,632	54,473	30.67	
General Fund	Pool	108,084	(59,500)	48,584	2,543	5.23	
							Ice skating happens during January -February. So most of the cost will be during 1st Q. 52% is reasonable
General Fund	Winter Recreation	997	-	997	519	52.06	
Capital Projects	Pool	-	-	-	-	-	
	Recreation Total	286,713	(59,500)	227,213	57,535	25.32	
<u>Community Development Authority (CDA)</u>							
General Fund	Community Development	-	-	-	-	-	
General Fund	BEDC	-	-	-	-	-	
General Fund	CDA Accts Receivable	-	-	-	-	-	
	CDA Total	-	-	-	-	-	
	Total Expenditures	18,847,349	643,043	19,490,392	7,899,931	40.53	

City of Baraboo
Baraboo Transit Service
Balance Sheets
June 30, 2020 and December 31, 2019

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Assets:	Year to Date	December 31, 2019
Cash	\$ 11,466.33	\$ 5,005.04
Due from Taxi Operator	7,269.22	-
Due from State	-	35,227.55
Total Assets	\$ 18,735.55	\$ 40,232.59
Liabilities and Fund Equity:		
Liabilities:		
Accounts Payable	-	22,898.33
Due to Taxi Operator	-	-
Due to State	-	-
Def Revenue-Expenditure Grant	-	-
Total Liabilities	\$ -	\$ 22,898.33
Fund Equity:		
Fund Balance	-	(15,824.39)
Assigned - Capital Equipment	17,334.26	17,334.26
Net Revenue (Expenditures)	1,401.29	15,824.39
Total Fund Equity	18,735.55	17,334.26
Total Liabilities and Fund Equity	\$ 18,735.55	\$ 40,232.59

City of Baraboo
Baraboo Transit Service
Income Statement with Comparison to Budget
For The Six Months Ending June 30, 2020

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	Current Month	Year to Date	Budget	Percentage of Budget
Revenues:				
Operating:				
Taxi Grant - Federal	\$ 93,048.46	\$ 126,373.46	\$ 211,394.00	59.78
Taxi Grant - State	-	-	113,827.00	-
Taxi Fares	-	68,619.50	271,515.00	25.27
Taxi Agency Fares	-	-	-	-
Total Operating Revenue				
Capital:				
Taxi Capital Grant	-	-	97,967.00	-
Sale of Assets	-	-	6,000.00	-
Sale of Assets - Contra	-	-	-	-
Refund of Prior Years Expense	-	-	-	-
Transfer from General Fund	-	-	5,000.00	-
Fund Balance Applied	-	-	8,594.00	-
Total Capital Revenue				
Total Revenues	<u>93,048.46</u>	<u>194,992.96</u>	<u>714,297.00</u>	27.30
Expenditures:				
Operating:				
Income Continuation				
Publishing	-	-	25.00	-
Repair & Maint Service-Vehicle	-	-	-	-
Special Services	-	-	-	-
Other Contracted Services	-	192,706.68	592,856.00	32.50
Contra (Package Delivery)	-	-	(150.00)	-
Publications. Training. Dues	-	-	-	-
Operating Supplies	-	0.35	5.00	7.00
Other Supplies & Expense	-	-	-	-
Total Operating Expenditures				
Capital:				
Vehicle Purchase	-	-	117,561.00	-
Total Capital Expenditures				
Total Expenditures	<u>110.82</u>	<u>193,591.67</u>	<u>714,297.00</u>	27.10
Net Revenues (Expenditures)	<u>\$ 92,937.64</u>	<u>\$ 1,401.29</u>	<u>\$ -</u>	